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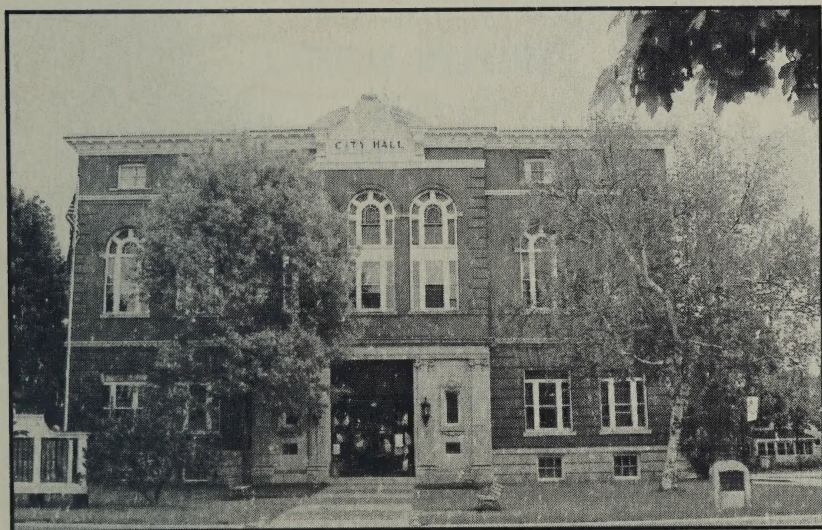
# ANNUAL REPORT FOR

2001 - 2002

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**MEMBERS OF THE  
ROCHESTER CITY GOVERNMENT  
(July 1, 2001 to June 30, 2002)**



**ANNUAL REPORT  
FOR  
2001-2002**

**MEMBERS OF THE  
ROCHESTER CITY GOVERNMENT  
(July 1, 2001 - June 30, 2002)**

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## **Report of the City Manager's Office 2001-2002**

During this fiscal year, as in previous years, a number of significant events and programs took place or were initiated that reflect well upon the efforts of the City Council, Residents and Staff.

Members of City Council, Chamber of Commerce and Staff began work with the Cecil Group to develop viable approaches to downtown revitalization. This work will help provide direction towards improving traffic patterns, diversifying land use, updating zoning ordinances and attracting both shoppers and business to downtown. Several new businesses including restaurants, an art gallery, gem and music stores have located downtown.

The City began work on the design and construction of a new Police Station that will be located adjacent to the City's Revenue Building. When construction is complete the new facility will accommodate current and future law enforcement needs for the next 20 to 30 years.

The City applied for and received a \$150,000 LCHIP grant that was used to help install the HVAC system in the Rochester Opera House. The installation of air conditioning will enable the Rochester Opera House to reintroduce the summer theatre program. Summer theater goes often translate into additional customers for downtown businesses.

I want to take this opportunity to extend my appreciation for the hard work and dedication of City Staff, Council Members and the many volunteers whose talents and energies continue to add luster to the many faceted jewel of the seacoast, the City of Rochester.

Russell McAllister  
City Manager

**CITY GOVERNMENT**  
**As Organized January 1, 2002**

**MAYOR WALTER HOERMAN**

**Ward 1** - David R. Stevens, James F. McManus, Jr.  
**Ward 2** - Elaine M. Lauterborn, Sandra Keans  
**Ward 3** - Eugene Henderson, Rick L. Healey  
**Ward 4** - David E. Walker, Lucien G. Levesque  
**Ward 5** - Bruce Lindsay, PhD, Ralph Torr  
**At Large** - Raymond Lundborn, Alan Reed-Erickson

**City Manager** Gary Stenhouse (2-22-93/3-31-02)  
Robert D. Steele (3-31-02/7-31-02)

**STANDING COMMITTEES, 2002**

**Codes & Ordinances Committee:** Raymond Lundborn, Chairperson; Sandra Keans, Vice-Chairperson; Eugene Henderson; Elaine Lauterborn; David Stevens

**Economic Development Committee:** David Stevens, Chairperson; Bruce Lindsay, Vice-Chairperson; Alan Reed-Erickson; Rick Healey; Ralph Torr

**Finance Committee:** Walter Hoerman, Chairperson; David E. Walker, Vice-Chairperson; Sandra Keans; Alan Reed-Erickson; Lucien Levesque; Bruce Lindsay; David Stevens

**Public Safety Committee:** David E. Walker, Chairperson; Rick Healey, Vice-Chairperson; James F. McManus, Jr.; Elaine Lauterborn; Lucien Levesque

**Public Works Committee:** Ralph Torr, Chairperson; Lucien Levesque, Vice-Chairperson; Eugene Henderson; James F. McManus, Jr.; Raymond Lundborn

**Appointments Review Committee:** Sandra Keans, Chairperson; Elaine Lauterborn, Vice-Chairperson; Alan Reed-Erickson, David Stevens, Bruce Lindsay

## SPECIAL COMMITTEES, 2002

**Building Needs Committee:** Lucien Levesque, Chairperson; Bruce Lindsay, Vice-Chairperson; Ralph Torr; Alan Reed-Erickson; Sandra Keans; Barry Flanagan, Police Commissioner; Sgt. Scott Dumas, Police Chief Daniel Auger

**Highway Safety Committee:** David E. Walker, Chairperson; Rick Healey, Vice-Chairperson; James F. McManus, Jr.; Elaine Lauterborn; Lucien Levesque

**Squamanagonic Long Range Planning Commission:** Rick Healey, Chairperson; David E. Walker; Eugene Henderson; Julien Savoie; Mary Moors; Jeff Boyd; Andrew Brooks; Jeff Winders; David Lynch; Mona Perrault; Joe Sloane; Mike Kirouac; Linda Chaplin; Gary Jewell

**Joint Building Committee for the Rochester Middle School:** Sandra Keans, Chairperson; Raymond Lundborn, Vice-Chairperson; James F. McManus, Jr.; David Stevens; David Walker; Ralph Torr; Frank Callaghan; John F. Connelly, Bert George; Gerard Gilbert; James McGranaghan; Nancy H. Warren

## CITY OFFICERS AND DEPARTMENT HEADS, 2002

Animal Control Officer	Suzanne Paradise
Deputy Assessor	Victoria Lambert
Deputy Assessor	Thomas Mullin
Chief Assessor	Brett Purvis
Business Administrator	Brian LeBrun
Checklist Supervisor, Chair	Thomas J. Jean
Chief Planner	Michael Behrendt
City Clerk	Blandine J. Shallow
City Engineer	Thomas H. Willis, Jr.
City Manager	Gary Stenhouse
City Physician	Dr. William Olney
City Solicitor	Danford Wensley
Code Enforcement Services	
(Building, Electrical, Plumbing, Health and Zoning)	Larry Hamer
Planning and Economic Development Director	Kenneth Ortmann



**CITY OFFICERS AND DEPARTMENT HEADS, 2002**  
**(Continued)**

Fire Chief	Mark Dellner
Deputy Fire Chief	Francis Zombeck
Assistant Fire Chief	Norman Sanborn, Jr.
Ice Arena	Chris Bowlen
Library Director	Patricia B. Cirone
Police Chief	Daniel Auger
Public Buildings & Grounds Director	Dick White
Public Works Commissioner	Melodie Esterberg
Recreation, Parks, Youth Services Director	Brent Diesel
Tax Collector	Marianne Douglas
Welfare Director	Jane Hervey
Mayor	Walter Hoerman, MD
Deputy Mayor	David E. Walker

**BOARDS AND COMMISSIONS, 2002**

**Arena Advisory Commission:** David Anctil, Chairperson; Dale Bickford; Richard Clough; Madeline Auger; Robert W. Brown; Timothy S. Williams; Raymond McGilvray

**Board of Assessors:** Brett Purvis, Chairperson; Victoria Lambert; Thomas Mullin

**Board of Health:** Dr. Thomas Moon, Dr. William Olney, Larry A. Hamer

**Conservation Commission:** Jeffery Winders, Chairperson; Mark Perry; Thomas Clough; Paul D. Marshall; Rose Marie Rogers; George Bailey; Brian S. Salas; **Alternate Member:** Meredith S. Lineweber

**County Commissioners:** George Maglaras, Chairperson; Paul Dumont; Ronald Chagnon

**Licensing Board:** Gary Stenhouse, Chairperson; Daniel Auger; Mark Dellner

**Personal Advisory Board:** David F. Lynch, Carol Themelis, Daniel J. White



## BOARDS AND COMMISSIONS, 2002 (Continued)

**Planning Board:** J. Bruce Roberts; Chairperson; Julie Brown, Vice Chairperson; John David Meader; A. Teresa Desjardins; James G. Graham; Tim Fontneau, Alan Dews **Alternate Members:** David Clark; Kenneth E. Robinson, Steven D. Warren; Cliff Newton

**Police Commission:** Ronald G. Lachapelle, Barry K. Flanagan, Paul Dumont

**Recreation, Parks and Youth Services Commission:** David F. Lynch, Chairperson; Russell Whitehouse; Sheila Colson; David R. Stevens; Gerry Gilbert; Jeffrey Turgeon; Fred Chisholm

**Rochester Housing Authority:** Arthur Nickless, Chairperson; Wilbur Boudreau, Vice Chairperson; Marilyn Berry; Otis Perry; Richard Lachance; Stella Marcotte; Jerry Grossman

**Rochester Industrial Development Authority:** Leon Meader, Jr., Chairperson; Janet Davis; Laura A. Shambos; Robert Gustafson; Bruce R. Demers; Al Felgar; David C. Tinkham; Thomas Moody; **Ex-Officio Members:** Mayor Walter A. Hoerman; Kenneth Ortmann

**Rochester School Board:** **At Large:** Mark E. Chrusz; Bert George; Charles E. DeVito; **Ward 1:** Frank Callaghan; James McGranaghan **Ward 2:** Nancy H. Warren, Chairperson; Daniel Harkinson **Ward 3:** John F. Connelly; Gerard Gilbert **Ward 4:** Philip Stiles; James Parks **Ward 5:** Anne Grassie; Robert J. Watson

**Strafford Regional Planning Commission:** Sandra Keans; Mary Lou Beaver; Thomas J. Willis; Kenneth N. Ortmann

**Trustees of the Public Library:** David C. Tinkham, Chairperson; Michael Roberts, Vice-Chairperson; Ann M. Cassavechia; Marcia Nescot; Betty Meulenbroek; Joanne Pallas; Pamela J. Hubbard

**Trustees of the Trust Funds:** Glenn Lepene, Chairperson; Brian P. Brennan; Richard F. Boyle

**Utility Advisory Board:** Scott Valcourt, Chairperson; Kenneth O. Johnson; Neill Williams; David Reed; Brian P. Brennan

**Welfare Appeals Board:** Irene Creteau, Nancy Morneau, Marry P. Flynn

**Zoning Board of Adjustment:** Robert Johnson, Chairperson; Ralph Torr, Co-Chairperson; Andy English; Randy Lavallee; David A. Miller **Alternate Members:** Steven R. Chasse; Robert P. Gormandy; Shon S. Stevens; Armando Olivares

## **MAYOR'S TASK FORCE, 2002**

**Cable TV Franchise Renewal Negotiations:** Lee Case; David R. Stevens, Gary Stenhouse, Deus Marchacos, Dr. Raymond Yeagley, Bill Young

**Rochester Opera House Restoration Committee:** Joe Britton, Chairperson; Harvey Bernier, Jr.; George Allen; Kathy Taylor; Don A. Carignan; Stephen Dibble; Andrea Poliquin; Janet Pelley, Anthony Ejarque; Kevin Flynn

**Rochester Substance Abuse Prevention:** Robert Brown, John Connelly, Sharon Croft, Pam Bryers, Dr. Michael Clark, Dan Lacroix, Anne May, Patricia Rainboth, John Caldwell, Bonnie Voye, Kathy Wotton, Pat Lilly, Liz Ossen

## **ELECTION OFFICIALS, 2002**

**Ward One** - Dawn Lapierre, Moderator; Cindy C. Harmon, Ward Clerk; Susan E. Lampron, Checklist Supervisor; Rhona L. Panteledes, Joyce Betz, Abigail Collins, Selectmen

**Ward Two** - Daniel J. Harkinson, Moderator; Nancy H. Warren, Ward Clerk; Kenneth E. Peters, Checklist Supervisor; Roger W. Conroy, Brian Brennan, Jean Anne Twombly, Selectmen

**Ward Three** - Danford Wensley, Moderator; Kenneth Billings, Ward Clerk; Sandra Healey, Checklist Supervisor; Kathryn Lachappelle, Jeannine Lambert, Theresa M. Lanoix, Selectmen

**Ward Four** - Priscilla Dickie, Moderator; Pauline P. Webster, Ward Clerk; Patricia Dunlap, Checklist Supervisor; Anne Letourneau, Geraldine Lacrasse, Barbara L. Harrison, Selectman

**Ward Five** - Neill A. Williams, Moderator; Violet C. Williams, Ward Clerk; Caroyln Meader, Checklist supervisor; Paul Blanchette, Evelyn Blanchette, Selectmen

**Ward Six** - James P. Gray, Moderator; Joanne Gray, Ward Clerk; Sharyn Stuart, Checklist Supervisor; Jeanne Wurth, Jeffrey Turgeon, Pamela Adams, Selectmen

**Chairperson of the Checklist Supervisors:** Thomas J. Jean

**City Clerk** - Joseph Gray

## **REPORT OF THE ARENA DEPARTMENT 2001-2002**

Fiscal Year 2002 marked the end of the twelfth year of the Rochester Arena as an enterprise fund within the City of Rochester. It was the year that the long awaited Capital Improvement Project to the arena was completed. The completed renovations included; four new locker rooms (each with it's own lavatory and showers), male and female referee changing rooms, ice-resurfacers garage, new mechanical and boiler room, new main entrance, new 24,000 square foot energy efficient insulating ceiling, new 29,000 square foot exterior roof coating, new dasher-board and tempered glass system, new dessicant dehumidification system, new electrical room and upgrade of current electrical system and new life/safety systems.

The newly renovated facility was completed in December of 2001 and hosted the Bruin's Old Timers hockey team against the local Police Benevolent Association. Later in December the arena held a formal ribbon cutting ceremony at center ice with the Mayor, City Councilors, and City officials in attendance.

Throughout the year numerous comments and praises were made by patrons regarding the upgrade to the facility. Many comparisons were made to facilities that were of the multi-million dollar variety. The highlight of the winter season of 2001/2002 was the Spaulding High School boys hockey team hosting rival Dover in the NHIAA Division 2 playoffs. There were over 1,000 people that attended the game and the building was electrified with excitement. Many locals ventured out the cheer on the home team and were thrilled with the renovations to the facility. It was a great night for the community.

Programming during FY02 was very successful. There was over a 97% usage rate of prime time hours available and ice time continued to be in high demand. There were over 2,300 hours of scheduled ice time from September of 2001 to March of 2002. Roller hockey continued to be a success in the summer months with 100+ youth joining the program and 100+ adults in the adult league. It is also estimated that over 160,000 people visited the arena over the course of the year either as a user or spectator.



With the new renovations the arena also embarked upon a new advertising campaign to sell ads along the new dasher-boards. Many local businesses used this unique concept to advertise their businesses. Nearly 20% of all available space was sold in the first 6 months.

The arena will continue to provide the community with various recreational opportunities for youth and adults. With the completed renovations it is a facility that the City of Rochester can be proud of for years to come.

Respectfully submitted,

Chris Bowlen  
Arena Director

**REPORT OF THE ASSESSOR'S OFFICE**  
**2001 – 2002**

TO THE CITY MANAGER AND CITY COUNCIL OF THE CITY OF ROCHESTER

**ASSESSOR'S INVENTORY**

**LAND VALUATION:**

Residential.....	221,889,100
Commercial/Industrial.....	126,060,420
Current Use.....	1,700,000

**TOTAL VALUE OF TAXABLE LAND.....** 339,649,520

**BUILDING VALUATIONS**

Residential.....	502,415,100
Manufactured Housing.....	62,347,900
Commercial/Industrial.....	179,059,165

**TOTAL OF TAXABLE BUILDINGS.....** 743,822,165

**PUBLIC UTILITIES**

Gas.....	5,266,400
Electric.....	14,621,900

**TOTAL VALUATION OF TAXABLE PROPERTY** 1,103,359,985

**EXEMPTIONS**

Blind (25)	621,900
Elderly (370)	9,552,000
Disabled (44)	714,900
Totally and Permanently Disabled (0)	0

**TOTAL AMOUNT OF EXEMPTIONS** 10,888,800

Net Valuation on which the tax rate for Municipal, County  
& Local Education tax is computed 1,092,471,185

Less Public Utilities	-	19,888,300
Net Valuation without utilities on which tax rate for state Education tax is computed		1,072,582,885
2001 Tax Rate x \$24.83 per 1000		\$26,632,233.00
Veterans (1995)	-	\$272,300.00
Payments in lieu of taxes	+	\$156,211.00
Total Amount to be collected		\$26,516,144.00

Respectfully submitted,  
Brett S. Purvis, Chief Assessor



## **REPORT OF THE CITY CLERK'S OFFICE**

### **2001-2002**

The mission of the City Clerk's Office is to provide for the administration of federal, state, and local statutes, the maintenance of official municipal records and issuance of various licenses and documents in a highly efficient and effective manner. In addition, the City Clerk's Office will maintain the integrity of the election process by conducting fair and impartial elections.

Recorded the votes and proceedings of the City Council at Regular, Special and City Council Workshop meetings; published and indexed the minutes of all City Council meetings in accordance with RSA 91-a:4; and provided informational copies of minutes to all affected citizens, boards, commissions, and department heads. Prepared agendas, packages, and minutes for the following: City Council Regular, Special, Workshop and Public Hearing meetings.

From July 1, 2001 through June 30, 2002, 445 persons were born in the City of Rochester. The City Clerk's Office also processed 254 death records and issued 270 marriage licenses during the same period.

Notary services were provided to 1020 persons.

112 Uniform Commercial Code Financing Statements (UCC) searches and terminations were made in this office. UCC's are filed with the Secretary of State's Office, UCC Division, Concord, NH. The City of Rochester receives reimbursement from the Secretary of State's Office for all Rochester UCC's filed with the Secretary of States Office. The City of Rochester continues to conduct UCC searches and accept NH Dept. of Revenue Administration Liens, Federal Tax Liens, Hospital Liens, and Town Tax Liens on Manufactured Housing.

The City Clerk's Office issued 3,782 dog licenses during the year.

Following is a summary of the City Clerk's revenues for Fiscal Year 2001-2002

Certified Copies of Vital Records	\$18,002.00
Marriage Applications	\$1,890.00
Dog License	\$16,078.00
UCC Fee	\$9,691.00
Notary Service	\$2,040.00
Miscellaneous Revenues	\$5,264.42
Total Revenues	\$50,926.00

The City Clerk's Office Supervised, (1) Municipal Election, November 6, 2001.  
(1) Mayoral Run-Off Election, December 4, 2001 and (1) Charter Amendment Election, January 22, 2002

Accepted new voter registrations, declarations of party affiliations, and checklist changes in address/ward; provided in-home voter registration for the elderly and disabled; coordinated and attended all sessions of the Supervisor of the Checklist; maintained and updated the City's computerized voter checklist; and printed all required checklist.

Processed (8) applications for the Adams-Pray Fund for Approximately \$199.01 per applicant.

I would like to express my thanks to the other staff members of the City Clerk's Office – Assistant Clerks -Diane Moses, Kreana Jameson, and Sheryl Eisenberg. We have all worked together this past year in a team effort to meet the common goal of serving the Citizens of Rochester, the City Manager, the City Council, and other City Departments.

Respectfully submitted,

Joseph Gray  
City Clerk of Rochester

**RESOLUTIONS  
ADOPTED BY THE  
ROCHESTER CITY COUNCIL  
FY 2001-2002**

<b>SUBJECT</b>	<b>DATE</b>
Resolution Directing the Use of Excess Undesignated Fund Balance	08/07/2001
Resolution to Approve 2001-2002 Operating Budget for the City of Rochester	08/07/2001
Resolution Approving Supplemental Appropriation For the City of Rochester 2001-2002 Capital Budget	08/07/2001
Resolution Approving Supplemental Appropriation For the City of Rochester 2001-2002 for the Police Department Budget	08/07/2001
Resolution Approving Supplemental Appropriation For the City of Rochester 2001-2002 Operating Budget	09/04/2001
Resolution Establishing Polling Places/Times for 2001 Municipal Elections	09/04/2001
Resolution Approving Supplemental Appropriation to Fiscal Year 2001-2002 Operating Budget for the City of Rochester Fire Department Budget	09/04/2001
Resolution Approving Supplemental Appropriation for The City of Rochester 2001-2002 Operating Budget - Merit Pool	
Resolution Regarding Victims Of Terrorist Acts and Supporting Those Affected Thereby and Responding Thereto:	10/02/2001
Resolution Authorizing the Establishment of Special Revenue Fund Pursuant to the Provisions of RSA 47:1b	



Resolution Approving Supplemental Appropriation for The City of Rochester 2001-2002 Operating Budget For the Rochester Police Department Budget	11/07/2002
Resolution Approving Supplemental Appropriation For the City of Rochester 2001-2002 Operating Budget For the Rochester Fire Department	11/07/2001
Resolution Approving Supplemental Appropriation For the City of Rochester 2001-2002 Operating Budget For the Rochester Police Department	11/07/2001
Resolution Approving Supplemental Appropriation For the City of Rochester 2001-2002 Operating Budget For the Rochester City Library	11/07/2001
Resolution Regarding Need for Amendment to The Rochester City Charter	
Resolution Approving Supplemental Appropriation For the City of Rochester 2001-2002 Operating Budget For the Rochester School Department	12/05/2001
Resolution Establishing Polling Places and Times for January 22, 2002, Special Election	12/05/2001
Resolution Approving Supplemental Appropriation For the City of Rochester 2001-2002 Operating Budget For the Rochester City Library	01/15/2002
Resolution Approving Supplemental Appropriation For the Middle School Addition Project and Authorizing Bonding in Connection Therewith	02/07/2002
Resolution Approving Supplemental Appropriation For the City of Rochester 2001-2002 Operating Budget For Fire Department Rick Watch Program	02/05/2002
Resolution Accepting Grant for Water Protection and Making an Appropriation in Connection Therewith	02/05/2002
Resolution Accepting Grant for 2001-2002 Coastal Storm Drainage System Mapping Program and Making an Appropriation in Connection Therewith	03/05/2002

Resolution Establishing Polling Places and Times For September State Primary and November State General Elections	04/02/2002
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Resolution Accepting NH Land and Community Heritage Investment Program Grant and Making Supplemental Appropriation in Connection Therewith	04/02/2002
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Resolution Approving 2002-2003 Community Development Block Grant	05/07/2002
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Resolution Approving Transfer in Community  
Development Block Grant Budget and Authorizing  
Appropriations in Connection Therewith

Resolution Authorizing Institution of Proceedings Pursuant to RSA 498-A Relative to South Main Street Improvement Project	05/07/2002
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Resolution Determining That Amendments to the Rochester City Charter Are Necessary and Ordering A Public Hearing in Connection with Such Proposed Amendment	05/07/2002
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Resolution Approving Supplemental Appropriation For the City of Rochester 2001-2002 Operating Budget For Fire Department Equipment	05/07/2002
--	------------

Resolution Accepting NH Coastal Program Grant And Making Supplemental Appropriations in Connection Therewith	05/07/2002
--	------------

Resolution Approving Transfers in the CDBG Budget	06/04/2002
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Resolution Authorizing Change of Purpose for Expenditure of Proceeds from Bonding	06/04/2002
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## **REPORT OF THE CODE ENFORCEMENT DEPARTMENT 2001- 2002**

The Code Enforcement Department has been very active. As the population of Rochester continuously grows, so does the responsibility of the department to enforce applicable rules and regulations of the City of Rochester. This office remains dedicated to this responsibility and will continue its program of proactive code enforcement ensuring the health and safety of the citizens of Rochester.

The total revenue collected by the Code Enforcement Department is categorized as follows:

Food Establishment Licenses	\$ 19,345.00
Code Enforcement Permit	6,905.00
Building Permits	150,466.00
Miscellaneous Permits & Fees	<u>1,825.00</u>

TOTAL	\$178,541.00
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Less Refunds, Waived Fees (Veteran & Municipal Status)	<9,524.00>
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TOTAL	<u>\$169,017.00</u>
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The total amount expended by the department was \$252,980.00

### **BUILDING INSPECTION**

The major duties of the department include the administration of National Codes, the review and issuance of building permits, and the inspection of construction sites to ensure conformance of these codes; additionally enforce compliance of the Zoning Ordinance and Planning Board approvals.

A total of 2,198 permits were issued with an estimated building cost of \$40,346,254.00. With the combination of building, health, and miscellaneous items, there were 3,343 inspections performed.



## HEALTH

The major health related duties of the department continue to be the licensing and inspection of the City's food service establishment. We have worked closely with the owners and operators to ensure compliance with the New Hampshire rules for the sanitary production and distribution of food. During the year each food establishment was inspected a minimum of two times and as a whole Rochester's food establishments are in full compliance.

The department also performed inspections of day care and foster homes facilities, investigated housing code complaints and responded to various health related concerns of the citizens of Rochester.

### *The Board of Health comprised the following members:*

Dr. Thomas Moon, D.V.M. - Chairman

Vacant

Vacant

Dr. William Olney, M.D.

Mr. Larry A. Hamer, Health Officer – Secretary

## CODE ENFORCEMENT

Other general activities performed by the department included inspection and licensing of mobile home parks, licensing of movie theaters, pool tables, taxi cabs, junk yards, second hand dealers, video games and hawkers & peddlers. Additionally the department has investigated 245 citizen complaints and zoning infractions.

Respectfully submitted,

Larry A. Hamer

Director of Code Enforcement Services

## **REPORT OF THE CONSERVATION COMMISSION 2001-2002**

One of the duties of the Conservation Commission is the review of all Dredge and Fill permit applications, and several such reviews were made.

The Commission is authorized to report violations of wetland ordinances to the Department of Environmental Services, but this occurs rarely. Our policy is to work with landowners to correct violations where possible; however, this is not always possible. One massive violation occurred with a silt deposition into a fringing wetland along the Cocheco River in September, and a State Administrative Order was issued.

The Barrington Conservation Commission proposed the construction of a foot trail along the old B&M Railroad bed south of Flagg Road, and asked our cooperation for the Rochester section. The problem of bridging the Isinglass River was discussed, along with the realization that our new Conservation Fund was not adequate to the task, even with possible grants.

Numerous instances of recent development with buildings skirting wetlands and streams have been noted in Rochester, resulting in pollution and other land use problems. The Commission petitioned the Department of Planning and Economic Development for a new buffer ordinance to restrict this practice, and Cecile Cormier began the task in January 2002. Working with the Commission, she examined the buffer ordinances of other municipalities, and presented them to the Commission for discussion. When completed, the ordinance will be submitted to the Planning Board and City Council for approval.

**REPORT OF THE CITY FINANCE OFFICE**  
**2001-2002**

For the fiscal year ending June 30<sup>th</sup>, 2002 the City's fiscal health is excellent. Continued close monitoring of City accounts and fund balances will ensure future stability.

The following financial statements and auditor's report substantiates the fiscal health of the City. With the exception of the Sewer and Arena funds, all other funds enjoyed the same fiscal health. Both the Sewer and Arena funds posted net operating losses, as reported in the annual audit report. These losses are a reflection of increased debt service and depreciation expenses due to the major Sewer Plant expansion and the upgrade/expansion of the Ice Arena.

During 2002 the City eliminated the "Waste Disposal Facility Revenue Reserve Fund". The fund balance was transferred as an equity transfer to the Capital Improvements Fund.

As of June 30, 2002 the City returned sufficient funds to the General Fund to remain above the required 5% undesignated unreserved portion of fund balance. Subsequent to June 30, 2002, a portion of the fund balance was used to offset taxes.

Fiscal Year 2001-2002 was overall financially positive for the City of Rochester.

Respectfully Submitted,

Brian G. LeBrun  
Finance Director

# CITY OF ROCHESTER, NEW HAMPSHIRE

## NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)

June 30, 2002

### NOTE 6—GENERAL DEBT OBLIGATIONS (CONTINUED)

Year Ending <u>June 30,</u>	General <u>Bonds</u>	Enterprise Fund <u>Bonds</u>	Capital <u>Leases</u>	<u>Total</u>
2003	\$ 4,604,620	\$ 4,397,452	\$ 55,470	\$ 9,057,542
2004	4,816,494	4,424,696	55,470	9,296,660
2005	4,618,586	4,309,079	55,470	8,983,135
2006	4,230,996	4,090,462		8,321,458
2007	4,051,169	3,885,433		7,936,602
2008-2012	14,402,592	10,672,634		25,075,226
2013-2017	6,240,539	7,916,439		14,156,978
2018-2022	3,523,429	5,305,050		8,828,479
2023	305,003	100,302		405,305
Total	<u>\$ 46,793,428</u>	<u>\$ 45,101,547</u>	<u>\$ 166,410</u>	<u>\$ 92,061,385</u>

The State of New Hampshire annually reimburses the City for its share of Sewer related debt service payments. For the year ended June 30, 2002, the reimbursement was \$279,396.

#### *State Revolving Loan*

The U.S. Environmental Protection Agency sponsors a low interest rate loan program. The loans are administered by the States and are used by local communities to improve their water systems.

In fiscal year 2002, the City borrowed an additional \$17,402 through the New Hampshire Water Pollution Control Revolving Fund Program. Total funding to date is \$17,402, which is reported as "notes payable" in the Water Enterprise Fund. Interest is accrued at 1% to be paid upon completion of construction project within the next year.

#### *Authorized and Unissued Debt*

The following debt was authorized and unissued as of June 30, 2002:

<u>Purpose</u>	<u>Amount</u>
City:	
1998 Authorized	\$ 5,000
1999 Authorized	100,000
2001 Authorized	3,478,530
2002 Authorized	<u>1,520,754</u>
Total City	\$ 5,104,284
Sewer 2001 Authorized	1,650,000
Sewer 2002 Authorized	349,100
School 2002 Authorized	730,725
Water 2001 Authorized	875,000
Water 2002 Authorized	<u>581,900</u>
Total	<u>\$ 9,291,009</u>



**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
June 30, 2002

**NOTE 6—GENERAL DEBT OBLIGATIONS (CONTINUED)**

	Original Issue <u>Amount</u>	Interest <u>Rate</u>	Final Maturity Date	Balance at <u>6/30/02</u>
High School and Allen School additions	\$ 4,965,000	7.50%	October 2004	\$ 495,000
Public buildings repairs	1,100,000	7.50%	September 2004	105,000
Capital bond issue #5	5,454,021	variable	October 2007	2,835,000
1991 NHMBB	5,484,100	6.80%	December 2010	2,745,000
1991 NHMBB	13,031,515	6.80%	January 2011	5,165,000
1992 Series D bonds	1,194,500	variable	January 2013	880,000
Wastewater treatment plant	2,270,000	variable	July 2004	330,000
Sewer capital improvements bond	1,900,000	8.16%	November 2005	380,000
Refinancing bonds 1994	19,500,000	variable	November 2009	12,440,000
1995 Series bond issue	2,440,000	variable	August 2015	1,690,000
1996 Series bond issue	1,477,000	variable	August 2016	1,105,000
1997 Series bond issue	1,320,000	variable	August 2017	1,040,000
1998 Series A	2,650,000	variable	August 2018	2,245,000
2000 Series bond issue	9,804,500	variable	August 2020	9,224,500
2002 Series bond issue	8,636,000	variable	August 2022	8,636,000
2002 State Revolving loan fund	19,036,378	variable	August 2020	18,270,936
Totals	<u>\$ 100,263,014</u>			<u>\$ 67,586,436</u>

***Capital Lease Obligations***

Capital lease obligations represent lease agreements entered into for the financing of equipment acquisitions. These contracts are subject to cancellation should funds not be appropriated to meet payment obligations. Amounts are annually budgeted in the applicable function. Following is the capital lease obligation at June 30, 2002:

	Interest <u>Rate</u>	Final Maturity Date	Balance at <u>6/30/02</u>
Highway equipment	5.97%	7/2004	<u>\$ 148,355</u>

***Summary of Debt Service Requirements to Maturity***

Then annual requirements to amortize all outstanding long-term obligations as of June 30, 2002, including interest of \$24,326,594 are as follows:

## EXHIBIT C

## CITY OF ROCHESTER, NEW HAMPSHIRE

## Statement of Revenues, Expenditures and Changes in Fund Balance

## Budget and Actual - Budgetary Basis - General Fund

For the Year Ended June 30, 2002

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues:			
Taxes	\$ 41,534,168	\$41,520,252	\$ (13,916)
Intergovernmental revenues	3,814,630	3,732,858	(81,772)
Licenses and permits	3,505,450	3,955,109	449,659
Charges for services	318,734	325,015	6,281
Miscellaneous revenue	<u>2,880,114</u>	<u>2,827,405</u>	<u>(52,709)</u>
Total Revenues	<u>52,053,096</u>	<u>52,360,639</u>	<u>307,543</u>
Expenditures:			
Current:			
General government	2,865,252	2,705,606	159,646
Public safety	7,227,405	7,056,370	171,035
Education	32,851,527	32,512,299	339,228
Public works	1,894,340	1,762,947	131,393
Human services	567,170	563,874	3,296
Culture and recreation	1,332,667	1,242,488	90,179
Debt Service	4,578,075	4,601,505	(23,430)
Intergovernmental	<u>2,855,207</u>	<u>2,855,207</u>	<u>-</u>
Total Expenditures	<u>54,171,643</u>	<u>53,300,296</u>	<u>871,347</u>
Excess of Revenues Over (Under) Expenditures	<u>(2,118,547)</u>	<u>(939,657)</u>	<u>1,178,890</u>
Other Financing Sources (Uses):			
Operating transfers in	210,000	274,466	64,466
Operating transfers out	<u>(1,036,500)</u>	<u>(1,067,500)</u>	<u>(31,000)</u>
Total Other Financing Sources (Uses)	<u>(826,500)</u>	<u>(793,034)</u>	<u>33,466</u>
Excess (deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	<u>(2,945,047)</u>	<u>(1,732,691)</u>	<u>1,212,356</u>
Fund Balances - July 1, as restated	<u>7,068,683</u>	<u>7,068,683</u>	<u>-</u>
Fund Balances - June 30	<u>\$ 4,123,636</u>	<u>\$ 5,335,992</u>	<u>\$ 1,212,356</u>

See notes to financial statements

## EXHIBIT B

## CITY OF ROCHESTER, NEW HAMPSHIRE

## Combined Statement of Revenues, Expenditures and Changes in Fund Balances

## All Governmental and Similar Trust Fund Types

For the Year Ended June 30, 2002

	Governmental Fund Types			Fiduciary Fund Type	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Expendable Trust Funds	2002
Revenues:					
Taxes	\$ 41,531,068				\$ 41,531,068
Licenses and permits	3,732,858				3,732,858
Intergovernmental revenues	4,316,825	\$ 2,419,901	\$ 635,217		7,371,943
Charges for services	325,015	1,225,794			1,550,809
Miscellaneous revenues	2,827,405	85,135	759,478	\$ 5,531	3,677,549
Total Revenues	52,733,171	3,730,830	1,394,695	5,531	57,864,227
Expenditures:					
Current:					
General government	2,705,606	893		2,369	2,708,868
Public safety	7,185,992				7,185,992
Education	32,289,320	2,706,207			34,995,527
Highways and streets	1,762,947				1,762,947
Health and welfare	563,874				563,874
Culture and recreation	1,242,488				1,242,488
Community development		352,486			352,486
Community services		503,247			503,247
Capital outlay			5,198,426		5,198,426
Debt service					
Principal	2,853,120				2,853,120
Interest	1,748,385				1,748,385
Intergovernmental	2,855,207				2,855,207
Total Expenditures	53,206,939	3,562,833	5,198,426	2,369	61,970,567
Excess (deficiency) of Revenues Over Expenditures	(473,768)	167,997	(3,803,731)	3,162	(4,106,340)
Other Financing Sources (Uses):					
Proceeds from long-term debt			6,383,000		6,383,000
Operating transfers in	274,466		877,173	4,196	1,155,835
Operating transfers out	(1,067,500)	(59,673)	(274,466)	-	(1,401,639)
Total Other Financing Sources (Uses)	(793,034)	(59,673)	6,985,707	4,196	6,137,196
Excess (deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	(1,266,802)	108,324	3,181,976	7,358	2,030,856
Fund Balances - July 1, as restated	7,057,867	1,647,888	(405,976)	84,743	8,384,522
Residual equity transfer		(1,050,000)	1,050,000		-
Fund Balances - June 30	\$ 5,791,065	\$ 706,212	\$ 3,826,000	\$ 92,101	\$ 10,415,378

See notes to financial statements

## EXHIBIT A

## CITY OF ROCHESTER, NEW HAMPSHIRE

Combined Balance Sheet - All Fund Types and Account Groups

June 30, 2002

	Governmental Fund Types				Proprietary Fund Types	Fiduciary Fund Types	Account Group	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	General Long-Term Debt				
ASSETS								
Cash and cash equivalents	\$23,018,131	\$ 126,517				Trust		2002
Investments	6,372,114							\$ 23,384,637
Taxes receivable	2,097,957							7,396,611
Accounts receivable	1,058,244	138,447						2,097,957
Due from other funds		535,688	\$4,403,173					2,577,257
Due from other governments		670,772	243,560					11,124,360
Prepaid expenses	54,288	150						7,145,242
Inventory	2,258	13,104						105,614
Property, plant and equipment, net								177,651
Other assets	122,469							58,005,982
Amount to be provided for retirement of general long-term debt								122,469
Total Assets	<u>\$32,725,461</u>	<u>\$1,484,678</u>	<u>\$4,646,733</u>		<u>\$72,016,422</u>	<u>\$1,264,486</u>	<u>\$34,141,220</u>	<u>\$34,141,220</u>
LIABILITIES AND FUND BALANCES								
Liabilities:								
Accounts payable	\$ 903,962	\$ 190,715	\$ 579,526		\$ 129,347			\$ 1,803,550
Retainage payable			241,207					241,207
Due to other funds	10,669,581	454,779						11,124,360
Due to student groups								232,080
Accrued expenditures	2,729,006				978,587			3,707,593
Deposits	160,561							160,561
Deferred revenue	12,471,286	132,972			25,400			12,629,658
General obligation bonds payable					33,593,571			67,586,436
Notes payable					17,402			17,402
Capital leases payable								148,355
Total Liabilities	<u>26,934,396</u>	<u>778,466</u>	<u>820,733</u>		<u>34,744,307</u>	<u>232,080</u>	<u>34,141,220</u>	<u>97,651,202</u>
Fund Equity:								
Contributed Capital								
Retained earnings								
Fund Balances:								
Reserved for encumbrances	455,073							455,073
Reserved for inventory		13,104						13,104
Reserved for endowments								906,907
Unreserved:								
Designated	1,734,560	693,108	3,826,000					1,826,661
Undesignated	3,601,432	706,212	3,826,000					8,153,938
Total Fund Equity	<u>5,791,065</u>	<u>706,212</u>	<u>3,826,000</u>		<u>37,272,115</u>	<u>1,032,406</u>	<u>-</u>	<u>48,627,798</u>
Total Liabilities and Fund Equity	<u>\$32,725,461</u>	<u>\$1,484,678</u>	<u>\$4,646,733</u>		<u>\$72,016,422</u>	<u>\$1,264,486</u>	<u>\$34,141,220</u>	<u>\$146,279,000</u>

See notes to financial statements



## **REPORT OF THE FIRE DEPARTMENT 2001-2002**

**I submit this Fire Report for the Fiscal Year covering July 1, 2001 to June 30, 2002 for the Rochester Fire Department.**

**This last period has been very busy for our staff and personnel in all areas such as fire and rescue incidents, fire prevention activities, investigations, training and activities that involve readiness and preparation. The growth of our City continues to place demands on our service deliveries, particularly the occurrences of back to back calls for assistance.**

**The new Station 2 in Gonic continues to operate successfully significantly reducing response times to southwest Rochester and its first response statistics account for approximately 25% of all our emergency calls in the City.**

**During this period, we took delivery of a new fire pumper, a 2002 Smeal brand unit bought through the fire apparatus replacement plan.**

**Our departments new RIT Team (Rapid Intervention Team) was implemented to better enable our organization to effect rapid firefighter rescue should it be needed at an emergency.**

**Our Citywide Fire Prevention efforts continue to be well received by the community. Our efforts on fire code compliance and prevention are "education" and "cooperation" before ordered compliance and enforcement. By continuing this philosophy, we find the community being more receptive and understanding toward complying with the law.**

**Department training for personnel continues to receive high priority in order to maintain our proficiency levels and is important to maintain a safe environment for our members and the public we protect.**

During the period, our department responded to 8 serious blazes in structures, three of which were multi-alarm fires. The IPS Waste Management fire was a 4 alarm fire, a serious apartment house fire destroyed a 2 ½ story building on Lafayette St that went to 2 alarms and a triple decker on Chestnut St. was destroyed at a 2 alarm fire at night. The other 5 serious fires caused major damage to other residential and commercial properties however, it was amazing and a testament to our organization that no serious firefighter injuries occurred.

The work of our firefighters during this period continues to be exemplary. This is coupled with the support of the Rochester City Council in their efforts to ensure our firefighters receive the best equipment, tools and training to do their job properly and our citizens and business community who support this organization.

In summary, I would like to thank the various City Departments for their assistance over the past year, the employees of this Department who are directly responsible for the success of our organization, you, the City Manager, the Mayor and City Council and the citizens of Rochester whom we serve.

Respectfully submitted,

Mark Dellner  
Chief of Department

## **FIRE DEPARTMENT RESPONSE ACTIVITY**

### **EMERGENCY RESPONSE CALLS**

**FY 02**

Type of Situation Insufficient Information	2
Structure Fire	53
Outside of Structure Fire	13
Vehicle Fire	24
Trees, Brush, Grass Fire	27
Refuse Fire	9
Outside Spill, Leak with fire	2
Fire, Explosion not Classified	3
Air, Gas Rupture	1
Rescue Call, Insufficient Information	326
Emergency Medical Call	148
Lock-In	1
Extrication	18
Rescue Not Classified	53
Hazardous Condition Insufficient Information	25
Spill, Leak with no Ignition	65
Excessive Heat	4
Power Line Down	17
Arcing, Shorted Electrical Equipment	30
Chemical Emergency	2
Hazardous Condition Not Classified	49
Service Call, Insufficient Information	36
Lockout	26
Water Evacuation	14
Smoke, Odor Removal	9
Animal Rescue	7
Assist Police	12
Unauthorized Burning	32
Cover Assignment	19
Service Call Not Classified	71
Good Intent Call Insufficient Information	123
Smoke Scare	49
Controlled Burning	6
Vicinity Alarm	1

Steam, Gas Mistaken for Smoke	2
Good Intent, Not Classified	87
False Call Insufficient Information	6
Malicious, Mischievous Call	10
System Malfunction	148
Unintentional	84
False Call Not Classified	14
Situation Not Classified	1
TOTAL	1,629

## NON-EMERGENCY ACTIVITY

FY 02

Building Inspections	63
Certificate of Occupancy	40
Day Care Inspections	10
Fire Alarm Tests	11
Fire Drills	23
Fire Extinguisher Classes	7
Fire Investigations	22
Fire Prevention Education	20
Foster Home Inspections	7
Juvenile Firesetter Intervention	7
Knox Box Inspections	20
Permits of Assembly	40
Plan Reviews	55
Pre-Construction Meetings	17
Shift Building Inspections	59
Site Reviews	17
Sprinkler Flow Tests	13
Training Sessions	277
Walk-through Inspections	106
Wood Stove Inspections	12
TOTAL	826



## **REPORT OF INFORMATION SYSTEMS**

**2001 - 2002**

### **COMPUTERS AND NETWORKING**

MIS continued support of City operations in FY02. MIS support includes the Local Area Networks (LAN), Wide Area Networks (WAN) and the Institutional Network (I-NET) with all types of user administration, data maintenance and backup, virus prevention, network and personal computer (PC) hardware repairs, upgrades and maintenance, software installation, training and research and development of computer aided procedures.

In FY02 there was continued implementation of the new Business Applications System, Munis. Staff attended a Munis User Conference and as various modules were installed, training was done. There were upgrades to the Munis client software on the PC's and within the Munis system. Other software changes included a new voter checklist program for the City Clerk's Office and a new assessment program.

The IBM System 36 that had run many of the City programs only a few years ago continued to run but had no new data input after the new voter checklist program was purchased and installed on another server. Older files on the System 36 for payroll, tax liens, water billing, etc. were exported in a generic format and archived for historical purposes.

At the Rochester Public Library network expansion continued increasing the number of public Internet access stations. Replacements for obsolete and troublesome equipment at the Public Library and other City departments occurred through a CIP program initiated in FY02. The Hardware Replacement Program sets up a timely schedule for the replacement of PC's, printers, etc. to prevent downtime and reduce repair costs. Within the Hardware Replacement Program, specific needs are also addressed. The physical configuration of the Tax Collector's Office in the Revenue Building required smaller desktop PC's so more compact units were purchased instead of standard monitors and CPU's.

In FY02 the decision to go with digital photocopiers with network printing abilities for all replacements was made. MIS was assigned the duty of tracking, reviewing, specifying and purchasing network printers /

photocopiers and produced a Request for Proposals to replace some older machines.

FY02 was the third year of the Cable TV Franchise Agreement so a review of the I-NET system was done. Included in this review was a comprehensive equipment inventory to list both City and Metrocast equipment vital in providing Internet access and email. The original Internet email program for the City and School Department and the server housing it were replaced in FY02. More users were connected and more features became available.

## **MAPPING AND GEOGRAPHIC INFORMATION SYSTEMS**

The responsibility of updating and publishing electronic maps is part of Information Systems. All information about legal property line changes (subdivisions, lot line revisions, lot combinations, boundary surveys, etc.) goes from the Planning Department to MIS for map adjustments and then to the Assessing Department. Documentation of the changes and copies of the updated maps are given to the Assessing Department and any other impacted City department. The documentation and lot numbering sequences (determined through a combined effort of Assessing and MIS) become historical tracking sources for property changes.

There are 104 tax maps for Rochester in AutoCAD drawing format. In FY02 MIS coordinated AutoCAD upgrades for all City departments that use the program. The changes by MIS to the tax maps for FY02 included 20 subdivisions with 76 lots, 10 lot line revisions with 24 lots, 9 lot combinations, 36 miscellaneous changes (boundary surveys, new street names, corrections, etc.) and 116 structures (added, removed or modified).

The electronic tax and topographic maps are used for both public and private projects. Almost every map used in a geographic related presentation to the City Council was generated by MIS using City of Rochester electronic maps. During FY02 City departments continued to take advantage of having accurate digital maps available. In FY02 MIS also continued to update and publish the City Zoning Maps, Wards Map and produce maps specific for projects or incidents as needed.

The Geographic Information Systems (GIS) was updated again in FY02 through a contract with Cartographic Associates, Inc. The updates included parcels and structures coverages and associated attribute data used

by several City departments. The zoning GIS coverage continued to be updated by MIS as zoning changes were approved by the City Council.

The largest individual mapping project in FY02 was redistricting based on the 2000 Census. The geographic information from the Census Bureau was initially input by MIS into an AutoCAD drawing format and then converted into a GIS coverage. The attribute data was put into a database and linked to the geographics within the GIS. A specific redistricting wizard which worked within the GIS program was used at Redistricting Committee Meetings and City Council Workshops to allow instant recalculations from changing ward configurations.

### **E-911 COMMITTEE**

In FY02 the E-911 Committee continued the process of reviewing problem areas, changing or adjusting street numbers administratively as allowed by City Ordinance and recommending street name related changes to the City Council. E-911 Committee members are also contacted regularly by Verizon for verification of street addresses in Rochester.

The E-911 Committee continued to coordinate street names and numbers for many private roads. When access to multiple homes or parcels is over privately owned property, the owner can simply agree to follow the City adopted system and no Public Hearing is required. When this is done in mobile home parks, the owner usually notifies all residents and provides the new street signs and new numbers to be posted. The City provides the owners along private roads and mobile home park owners with mapping, numbering and helps with the street name approval process. In FY02 the E-911 Committee worked with Cormiers MHP, Chestnut Hill MHP, The Village at Riverside and Fieldstone Village for street naming and numbering changes.

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**DENNIS SCHAFER**  
**MIS MANAGER**

## REPORT OF THE LEGAL DEPARTMENT 2001-2002

The following is a report of the activities of the office of the City Attorney for the year beginning July 1, 2001 and ending on June 30, 2002.

During the fiscal year 2001-2002, the following cases involving the City of Rochester were terminated:

1. Barletta Construction v. City of Rochester / Hampton District Court/AAA.

In addition to the above cases, as of June 30, 2002, the following actions involving the City of Rochester were pending in various New Hampshire and Federal Courts:

1. New England Telephone and Telegraph Company v. City of Rochester / Docket #96-E-0160;
2. Public Service Company of New Hampshire v. City of Rochester and City of Rochester v. Commissioner of Transportation, et al /Docket #96-E-0165;
3. Verizon New England, Inc. f/k/a Bell Atlantic f/k/a New England Telephone and Telegraph Company v. City of Rochester /Docket #97-E-0123, #98-E-0135, #99-E-0148; #00-E-0185; and #01-E-0155
4. David Michaud v. City of Rochester, Richard Giguere, et als/ Docket #C-99-156-B;
5. AWL Power, Inc, v. City of Rochester /Docket #00-E-239;
6. George Blaisdell v. City of Rochester, Gary Stenhouse, Donald L. Vittum and James Twombly /Docket #00-C-296;
7. Donald Toy and Bonnie Toy v. City of Rochester/ Docket #02-E-0083;



8. George Blaisdell, et als v. City of Rochester/ Docket #85-C-0434; #86-C-0094 and #89-E-0189;

It should be noted that the above listing of cases does not include various bankruptcy proceedings pending in various U.S. District Courts across the United States in which the City of Rochester has filed proofs of claim and/or other pleadings with regard to the City's various interests in such bankruptcy estates, workers compensation proceedings, and various litigation in which the City is, or was, represented by counsel provided through the City's various liability carriers.

The office of the City Attorney also provided representation to the City in numerous matters before the New Hampshire courts with respect to cases in which the City was a party, as well as before various administrative agencies when necessary. In addition, the City Attorney attended Council meetings, as well as meetings of Council committees and other City boards and commissions upon request. Legal opinions and advise were provided to the City Manager, Mayor County, Council, Department Heads and various boards and commissions of the City upon request. Legal instruments, including deeds, leases, contracts, ordinances and amendments to ordinances, resolutions and other similar documents were drafted and reviewed as required during the year and representation of the City was provided with regard to the acquisition and disposition of real estate.

Respectfully submitted,

Danford Wensley  
City Solicitor

## **REPORT OF THE ROCHESTER PUBLIC LIBRARY 2001-2002**

Recognizing that our children are our future, the Rochester Public Library continued to affirm the importance to our community of serving children, and their parents, grandparents, and other caregivers by enhancing and expanding services to children and teens during Fiscal Year 2001/2002.

Year round morning and evening story times for children, highly popular summer reading programs and crafts and other children's programs attracted 4,388 attendees during the year. Children's librarians also made 18 school visits reaching thousands of students. In total, 82,814 children's books were borrowed for home use. Meanwhile, continued development of the attractive Young Adult area and YA print resources remained a priority. Augmenting these traditional library services was the increasing use of technology.

The library service goal of a "library without walls" and "24/7 access" further evolved during the fiscal year. While our inviting Rochester Public Library facility continued to attract even more library visitors -- 156,104 visitors during the year -- remote access to library resources became an increasingly viable option through library web site enhancements.

During the year, there were 24,961 unique visits to the Library's web site ([www.rpl.lib.nh.us](http://www.rpl.lib.nh.us)), with 7,285 searches and 6,953 viewed articles and other information found on databases available through the Library's site. Within the Library facility, there were 11,109 users of public Internet PCs this past year. This online use continues its rapid growth.

An increasing number of adults in our community have applied for a Rochester Public Library card to borrow books, tapes, DVDs, and other items for home use. At the end of the fiscal year, the Library had a total of 12,103 cardholders, with the number of cardholders continuing its upward trend.

The number of total items that our Rochester Public Library cardholders borrowed during the year reached 193,289, a 10% increase from the previous year. This 10% increase followed an equally impressive 9% increase experienced last year. These circulation gains were noteworthy since public libraries are in a historic transition period in which library users not only borrow print and audiovisual resources but also increasingly access online information found in databases and on the web.

Respectfully Submitted,

John Fuchs  
Library Director

**ROCHESTER PUBLIC LIBRARY  
LIBRARY COLLECTION 2001-2002**

**Book Collection:** 73,048

**Additions:**

Gifts 979  
Purchase 3,362  
Discards -1,837

**Total Book Collection:** 75,552

**Audio-Visual Collection:** 6,592

**Additions:**

Gifts 182  
Purchase 690  
Discards: -110

**Total Audio-Visual Collection** 7,354

**Serials:** 231

**LIBRARY SERVICES**

**Public Service Hours** 2,957

**Borrowers Registered** 12,103

**Adult Circulation** 106,115

**Juvenile Circulation** 82,814

**Young Adult Circulation** 4,360

**Reference Questions** 9,672

**Programming:**

Programs 281

Attendance 5,418

**REPORT OF THE PUBLIC LIBRARY  
INCOME 2001-2002**

City of Rochester Operating Budget	686,631
Trust Funds	6,297
Grants	6,023
Fines and Fees	18,440
Gifts	2,591
Out of Town Registrations	9,120
Book Sales	2,731
Copier, Computer, Reader-Printer Receipts	1,899
Transfers	527
 TOTAL INCOME	 734,259
 Balances as of July 1, 2001	 10,205
Trust Checking Account	2,981
Special Account	7,224
	 \$744,464



# REPORT OF THE PUBLIC LIBRARY

## EXPENDITURES 2001-2002

Personnel Compensation		400,766
Benefits		105,783
Medical Services		798
Insurance		11,089
Legal		8,879
Staff Development and Travel		3,137
Electronic Services		16,048
Equipment		96
Equipment Maintenance		13,669
Advertising and Dues		956
Print Material		56,573
City	41,908	
Special	13,958	
Trust	707	
Software		431
Audio Visual		9,493
City	3,303	
Special	5,551	
Trust	639	
Programming		1,892
Utilities		28,645
Postage		3,486
Supplies		13,516
Transfers to General Fund		11,220
Miscellaneous Transfers		1,359
Grants		1,998
<b>TOTAL EXPENDITURES</b>		<b>689,834</b>
 Year End Balances		 54,630
Trust Checking Account	7,909	
Special Account	10,466	
City	36,255	
		 \$744,464

**REPORT OF THE PLANNING AND DEVELOPMENT  
DEPARTMENT  
2001 - 2002**

**COMMUNITY DEVELOPMENT DIVISION**

The City of Rochester is one of only five "entitlement communities" in New Hampshire to receive Community Development Block Grant funds directly from the federal Department of Housing and Urban Development (HUD). These funds are applied towards housing and community investment projects that directly benefit Rochester residents whose income falls below 80% of the regional median (\$56,100 in 2001).

The City received \$380,000 for use during the 2000-2001 fiscal year. This was the second year of the 2000-2005 Community Development Consolidated Plan.

**Housing**

\$94,032 was spent on eight housing units for the Community Development Housing Rehabilitation Loan Program. This program's objective is to preserve Rochester's aging housing stock by providing low-interest and forgivable loans to homeowners in order to make health and safety improvements to their properties.

The Weatherization Assistance Program is designed to help households at or below 50% of the median reduce heating costs through energy conservation methods. Items specifically addressed are furnace repairs or replacements, carbon monoxide testing, moisture assessments, removal or correction of health and safety hazards and to improve the general living conditions of the residents. 29 households received \$57,681 in improvements provided by CDBG funds and \$32,526 from state funding from the Department of Energy and Community Services, an average of \$3,110 per household.

**Economic Development**

The Job Opportunity Benefit (JOB) Loan Program - is a program designed to lend money to businesses that hire and employ people of low/moderate income. This loan is generally used in conjunction with

traditional bank financing to expand a business with a specific requirement that the business assisted create new jobs. One new loan was completed by the end of the reporting period.

As of June 30, 2002 the City has five loans outstanding under the JOB program.

Colbath	\$5,745
SS Tappin	\$10,850
Cullen's	\$29,191
Lance Davis	\$23,297
Slim's	\$50,000
Total:	\$119,083

The Small Business Development Center - is a Micro enterprise Assistance Program to provide direct counseling and advisory workshops for local small business owners. Subsidized by a grant of \$4,000, 56 individuals attended seminars on business plan and tax counseling or received individual assistance, encompassing over 299 hours of service directly to small Rochester businesses.

## **ADA**

My Friends Place is the only full-time residential shelter in Strafford County. The shelter itself is an older house that required minor renovation in its transition to shelter space. They requested assistance to add a small additional and make the shelter handicap accessible. Last year a grant of \$5,000 was awarded to assist with project planning costs. This year, a grant of \$15,000 was awarded to continue to support this project, which was used to pay architectural fees. The City of Dover also contributed CDBG funding to this project. Four beds were added to the shelter with these renovations, along with complete handicap accessibility, a crib and additional administrative space.

## **Other Public Facilities**

The Homeless Center for Strafford County received a grant of \$130,926 to acquire and rehabilitate space for a permanent home for the winter shelter. Staff spent a great deal of time this year working with the board of the HCSC to assess local options and select a new space for the

shelter. Waste Management, a local business, offered a house that formerly contained offices on a long-term, no cost lease. No funding needed to be used to acquire the site. All funds were then directed towards the improvements needed to use it as residential space. Among the improvements made were the installation of a sprinkler system, handicap accessibility (ramp, bathroom and doorway widening) and replacement of flooring. The majority of the work was completed in the fall of 2001 and the shelter was able to open just a month after its normal season start in the fall of 2001.

### **Public Service**

Twelve agencies received grants under this category totaling \$57,773. AIDS Response of the Seacoast assisted nine Rochester residents living with HIV/AIDS with hundreds of hours of case management, nutrition counseling and travel assistance to medical appointments. 272 people stayed in the shelter provided by A Safe Place for those fleeing domestic violence, or were provided crisis counseling or other support. Crossroads provided 133 Rochester residents with emergency shelter. Dover Adult Education assisted 375 students with TANF mandated and basic needs classes. The SHARE fund was able to assure 24 households wouldn't be homeless by providing security deposits. My Friends Place saw 63 unduplicated Rochester residents at their shelter in Dover. Project Pride helped 17 returning students get their GED and prepare to enter the workplace. Rochester Parent/Child Center hosted 1153 households this year at their peer-group meetings, educational parenting programs, playgroups and other activities. Sexual Assault Support Services assisted 74 victims of sexual assault in the City with crisis support at the time of attack, peer support groups, counseling and advocacy. Court Appointed Special Advocates (CASA) trained volunteers to be Guardian Ad Litem's for 178 children navigating the family court system. The Homeless Center for Strafford County sheltered 27 women and children by providing a warm, safe place to stay during the harsh winter months. Project Futures assisted 2 low and moderate-income workers with scholarships to complete advanced job skills training in conjunction with the regional vocational center.

## **PLANNING DIVISION**

It is the mission of the Planning Division to coordinate the physical development and redevelopment of Rochester pursuant to the goals of promoting orderly growth, fostering efficient use of infrastructure, maintaining property values, enhancing the business climate, preserving natural and cultural resources, encouraging beauty in the built environment, and creating a special “sense of place” for present and future residents, landowners, businesses, and industries.

The major responsibilities of the Planning Division include:

- Policy development
- Drafting of ordinances and regulations
- Overseeing the zoning ordinance and processing applications for variances, special exceptions, and amendments
- Processing applications for subdivisions and site plan review
- Strategic planning
- Master Planning
- Development review
- Transportation planning
- Infrastructure planning
- Developing ordinances for the protection of natural and cultural resources
- Coordinating the E911 addressing system
- Geographic information systems (mapping) services
- Coordination of, and service to, land use boards: Planning Board, Zoning Board of Adjustment, and Conservation Commission

This was a typically busy year for the Planning Division. The Planning Board, Zoning Board of Adjustment, or staff (as appropriate) reviewed the projects shown below. Most of these applications were approved with conditions. Except for variance and zoning amendment applications it is unusual for an application to be denied outright. Rather, we work very hard with applicants to see if there is an alternative approach or design that serves the objectives of the applicant while being consistent with the public interest and meeting legitimate concerns of abutters. Happily, we find most applicants are willing and able to modify projects as appropriate.



**Planning Board (01-02)**

	Total	Approved	Denied	Total Lots	Withdrawn	Expired
Subdivisions	24	22	1	96	1	1
Lot Line Revisions	16	16				2
Site Plans	25	24	1			3
<b>TOTAL</b>	<b>65</b>	<b>62</b>	<b>2</b>	<b>96</b>	<b>1</b>	<b>6</b>

	Total	Allowed without further review	Sent to PB	Sent to ZBA	Withdrawn
Minor Site Plan	23	14	8	1	
Special Downtown	21	18	1	1	1
<b>TOTAL</b>	<b>44</b>	<b>32</b>	<b>9</b>	<b>2</b>	<b>1</b>

We also received 50 "Letters of Intent". 24 of those were authorized without any further review. 2 were forwarded to the Planning Board, 7 were forwarded to the Minor Site Review process, 10 were forwarded to the Special Downtown review process and 5 were forwarded to the ZBA.

### **Zoning Board of Adjustment (01-02)**

Applications	Approved	On Hold/ Withdrawn/Denied
Variances	30	13
Special Exceptions	8	2
Equitable Waiver	4	1
Change of Nonconforming Use	0	0
Appeal of Administrative Decision	0	1
Request for Rehearing	0	0
<b>Total</b>	<b>42</b>	<b>17</b>

This was an exciting year as we completed the rewrite of the City of Rochester Land Use and Transportation Master Plan Chapters. We will be commencing the Downtown Chapter very soon. (In subsequent years we will continue the Master Plan process for natural and cultural resources, public facilities, and economic and community development) We also will be starting a Comprehensive Rezoning of the entire city toward the end of 2002.

### **Key Goals of Land Use Chapter**

- Provide for balanced and sustainable pattern of land use
- Enhance the quality of development throughout the city
- Preserve ecological resources
- Preserve rural and scenic character of Rochester

- Enhance the character of Rochester's downtowns, village centers, and neighborhoods
- Craft regulations that promote clarity, efficiency, economic value, responsibility, and equity

### **Key Goals of Transportation Chapter**

- Maintain a transportation system that fosters efficient movement of people and goods
- Manage growth to prevent a significant deterioration in level of service on roads
- Encourage multiple means of transportation
- Foster the creation of streets and public places that are safe, comfortable, and interesting to the pedestrian
- Establish a system of bicycle routes
- Provide for a system of truck routes through the city
- Explore expansion of rail service in Rochester
- Work to improve the viability of Skyhaven Airport

We recently completed a Planned Unit Development (PUD) ordinance and architectural design regulations. These have been very well received. In fact, numerous other communities in New Hampshire have adopted, or are in the process of adopting, their own versions of these documents based on Rochester's model. We are quite proud of that. A PUD allows for innovative development proposals which otherwise would not be permitted under the present Zoning Ordinance. Projects that are of very high quality and which meet numerous design goals of the City, as embodied in the Land Use Master Plan may be approved. We expect this will be an excellent tool given the great amount of open space, including availability of large tracts of land, and wave of development activity which we expect in the coming years. The Historic District Task Force, appointed by the City Council, has been meeting with staff for about a year to develop and implement a new Historic District Ordinance.

Upcoming Projects for the next year or so include the following:

- Draft of Aquifer Protection Ordinance
- Draft of Wetlands Protection Ordinance
- Comprehensive Rezoning of City
- Historic District Ordinance

- Overhaul of Site Plan and Subdivision Regulations
- Continue refining project review process

### **ECONOMIC DEVELOPMENT DIVISION**

It is the mission of the Economic Development Division to work with the Rochester Economic Development Commission and the Economic Development Committee of the City Council to formulate and implement economic development policy. In the context of that policy, it is also the mission of Economic Development to promote Rochester to local businesses, businesses located elsewhere as an attractive location for relocation and growth, and to assist businesses in obtaining access to important financial and informational resources.

The major ongoing responsibilities of the Economic Development Division include the following:

- Customer (internal and external) service
- Policy development
- Creating opportunities for dialogue between industry peers
- Stimulating and creating articles about Rochester in newspapers and magazines
- Strategic planning
- Visiting selected corporate executives
- Promoting Rochester
- Providing information and assistance in obtaining financial incentives
- Infrastructure planning
- Developing strong relationships with tourism industry

Fiscal year 2002 saw quite a variety of economic activity. Some of the events with largest impact on the community include:

- ◆ The grand opening of the 135,000 ft<sup>2</sup> Home Depot at the former Rochester Mall site on August 23rd.
- ◆ Eastern Propane and Oil's purchase of the 64,000 ft<sup>2</sup> Building #28 in the Ten Rod Road Industrial Park as their new corporate headquarters.

- ◆ Following Eastern Propane and Oil's move to the Ten Rod Road Industrial Park, they sold their former 13,800 ft<sup>2</sup> headquarters building off Railroad Ave. in Gonic to Rokon International Inc., a maker of specialty motorcycles used for rugged off-road use. Rokon is moving from the Pease Tradeport. The company currently employs 10 people and expects to go to 15 and to double its production over time.
- ◆ Prime Tanning's announcement it was laying off approximately 550 employees between its Rochester, NH and Berwick, ME plants and closing its Rochester plant by year end, Enterasys Networks announcing a layoff of approximately 200 employees from their Rochester facility at Ten Rod Road Industrial Park and Willis Insurance, located at 95 South Main Street in Rochester, announcing that it is relocating its business to larger facilities at Pease Tradeport by the time its lease expires in June of 2002.
- ◆ The completion of construction of the new 10,000 ft<sup>2</sup> retail facility across the street from Walmart on Route 11 that will house a 6,000 ft<sup>2</sup> shoe store and another 4,000 ft<sup>2</sup> retail use yet to be determined.
- ◆ The grand opening of McDonald's new 3,400 sq. ft. restaurant across the street from the new Home Depot Store.
- ◆ The opening, and immediate success, of the 144-seat Remember When Diner on Route 11.
- ◆ The Planning Board's conditional approval to Granite Ford to construct a new 20,000 sq. ft. facility to house their auto dealership on Route 11.
- ◆ Several exciting projects in the Downtown area:
- ◆ Planning Board approval of the reuse of the current Willis Insurance Building (a.k.a. The Odd Fellow Building) by Frisbie Memorial Hospital for administrative offices, a physical therapy unit, and several other medical related services when Willis vacates the building in early summer.



- The announcement by Service Credit Union of its intention to purchase the former Kendall Real Estate building at the corner of South Main Street and Columbus Ave. To facilitate their purchase, and the creation of up to 70 new office jobs in the downtown, the City Council approved the creation of a parking lot off Columbus Avenue on the former railway right-of-way owned by the State of New Hampshire that the City will lease from the State. The lot will be constructed to City specifications at the Credit Union's expense and be available to them during daytime business hours on a permit basis.
- Anthony Ejarque's purchase of the former Wooden Nichols Restaurant with the help of a local bank and funding provided through the City's Job Opportunity Benefit Loan Program. Mr. Ejarque will totally renovate the property and create a new Mexican style restaurant to be known as Slim's Tex-Mex Eatery.
- Planning Board approval of a site plan for an "Auto Zone " automobile parts retail store at the current location of Bowl-a-way Lanes. The bowling alley will be torn down and new 6,000 ft<sup>2</sup> store will be constructed on the one acre parcel. The new store is expected to employ approximately 15 people.
- Planning Board approval of a subdivision that allows Don Carrignan to move ahead with his historic rehabilitation of the "Dr. Smith House" next to the library. The building will house his accounting practice and perhaps 1 or 2 other professionals.
- The grand opening in May of an 18-seat coffee shop in the Carriage House of the Rowland Spaulding Estate, next door to the Governor's Inn.
- The purchase, by Peter Bordeau, owner of Vathally's Pizza & Sub Shop across from the Home Depot, of the former "Harvey's Bakery" building. We have been working with the District Court and the Rochester Housing Authority to try to reconfigure the space between the Court House and the building to allow for more effective use of the space for parking.

- Projects approved through the "Special Downtown Application" process include: A new Subway franchise store located at the North Main/Jackson Street intersection, Joan & Kirby's Confections, a candy store at 38 North Main St., the relocation of the Main Moon Restaurant to Union Street, and a new Vermont Style Sub & Deli shop located at 87 North Main Street.

#### Other important activities this year include:

- ◆ The City participating in a Downtown Facade Loan Program in conjunction with First Savings of New Hampshire to offer low interest financing for projects in Rochester's three downtown areas that encourage designs which are harmonious with their traditional and historic character while, at the same time, promoting additional commerce in those areas.
- ◆ Homemakers of Strafford County on Rochester Hill Road were approved by the Planning Board for their new 20,000 ft<sup>2</sup> "Day Out" facility which includes a proposal for an adjacent facility to be used for a child care operation at some future date.
- ◆ Planning Board approval of Salmon Falls Precision Fabricators' application for an eventual 128,000 ft<sup>2</sup> expansion at their current 61,000 ft<sup>2</sup> facility in the Granite State Business Park.
- ◆ Planning Board approval of Outdoor World's application for a wholesale landscaping supply business to be conducted at the Northcoast Industrial Park behind Staples Plaza in North Rochester. The business will store and sell supplies such as bark mulch, loam, stone, etc. In addition, the company will provide a wide variety of services such as grinding of stumps.
- ◆ Purchase and Sale Agreements have been signed on three lots in the Gerrity Business and Industrial Park. The first new project approved in the park was from Kid Properties, LLC for 14,100 ft<sup>2</sup> of light manufacturing multi-tenant incubator space. Hellenic Candle Company received Planning Board approval for a 4,950 ft<sup>2</sup> manufacturing facility and construction is almost complete.

- ◆ Negotiations with the winning bidder for the former Gonic Brickyard at 92 Pickering Road in Gonic fell through. The preliminary application to the Planning Board for subdivision of the parcel into 7 lots was later amended to 4 lots due to the amount of wetlands discovered during the engineering process. Then, when two of the partners withdrew from the deal, the remaining partner tried to go forward but the cost of developing the road for only 4 lots was found to be prohibitive.
- ◆ Construction is almost complete on the two-story 10,800 ft<sup>2</sup> expansion of the Rochester Motorsports facility on Farmington Road. The new space will be used for service and warehousing of inventory.
- ◆ Rochester Economic Development staff and the Greater Rochester Chamber of Commerce, along with the economic development departments and chambers of commerce of Dover and Somersworth and surrounding communities, in coordination with the NH Division of Economic Development and other service providers, held a free Strafford County Business Resource Expo at the Rochester Community Center. Representatives from state agencies and other service providers were on hand to outline available federal, state and local resources in a trade show setting. There were also break out sessions in separate rooms during the day dealing with specific issues facing business owners.
- ◆ At the end of June, Project Futures held its second annual graduation ceremony with 40 students graduating from programs in Basic and Advanced Machine Tool Technology and a Certified Oil Burner Technician program. An additional 20 students are halfway through a four-course curriculum to become Certified Child Care Workers. Fall classes have begun for Certified Child Care, and Basic Machine Tool Technologies.
- ◆ The Frisbie Foundation received Planning board approval for an 11,675 ft<sup>2</sup> Medical Office building across the highway from Skyhaven Airport. Construction is scheduled to begin in FY 03.
- ◆ Repeated efforts by staff to have the former Purity Supreme store developed by Hannaford Brothers who purchased it in December of

1999. Unfortunately, Hannaford Brothers real estate director has stated that construction of a new Hannaford Brothers store at that location will not happen in 2002 as previously alluded to, and is presently not contemplated at any future time. Additionally, they have refused to sell it for any other use. Based on those discussions, efforts have been initiated through a number of channels to attract an alternative grocery store to the north side of the City.

### **E-911 REPORT**

In an effort to provide a "paper trail" of street name and numbering changes pursuant to the E-911 standards there follows a list of what has happened through June 30, 2002. In future reports, almost all streets that are renamed will also be renumbered.

<b>Streets Just Renumbered</b>	<b>Date</b>
Mountain View Lane	October 6, 1993
Brock Street	November 17, 1996
Salmon Falls Road	July 4, 1997
Blackwater Road	June 8, 1997
Kipling Rock Road	June 8, 1997
Old Tebbetts Road	June 8, 1997
Kim Lane	November 21, 1997
Kirsten Avenue	November 21, 1997
Portland Street (Rochester and East Rochester)	January 29, 1998
Nicole Street	May 26, 1998
Stillwater Circle	January 22, 1999
Northcoast Drive	March 5, 2002

<b>Right of Ways Named</b>	<b>Date</b>
Hodgkins Way (Pvt)	June 3, 1987
Jeremiah Lane (Pvt)	June 3, 1987
Horton Way (Pvt)	June 8, 1997
Bunker Drive (Pvt)	September 1, 1998
Yeagley Way	February 27, 2001

<b>MHP streets renamed and renumbered</b>		<b>Date</b>
Tara MHP		March 10, 1998
Ridgewood Estates MHP		September 18, 1998
Lilac City East MHP		October 4, 1998
Pineview MHP		October 18, 1999
Cocheco River Estates MHP		November 27, 1999
Cormier MHP		February 15, 2002
Four Seasons MHP		May 17, 2002

<b>Streets renamed &amp; renumbered</b>		<b>Date</b>
Old Name	New Name	
Harding Avenue	Patriots Way	July 3, 1999
Main Street (behind Gas Station)	Anctil Court	July 3, 1999
Maple Street	Pickering Rd	July 3, 1999
Mill Street	Quaker Lane	July 3, 1999
School Street	Shelby Lane	July 3, 1999
Winter Street	Brickyard Drive	July 3, 1999

The E-911 Committee is working to bring all duplicative street names to the Council at one time with a request that they make a decision which ones to keep. That will allow the Committee to more effectively work with the neighborhood groups to select new names rather than have the process delayed by continual appeals by the different neighborhood groups to the Council.



## **REPORT OF THE POLICE DEPARTMENT 2001-2002**

**"THE PRIME MISSION OF THE ROCHESTER POLICE DEPARTMENT is the protection of life and property. This is accomplished through fair and equal enforcement, always keeping in mind the rights and dignity of the public. The basis of all Police Action is the law and credibility of the Agency. The measure of our service will be judged by the Public in the way we deliver our service. We will hold all personnel to a high level of ethical practices. This mission can be achieved through crime prevention, public relations and community policing."**

### **Overview**

Rochester consists of an approximate area of 46 square miles, with an estimated population of 28,350. The Rochester Police Department is the second largest Department in the City. Although very separate in their job functions, all of the members of the Department work together to produce a high level of service to the citizens. Our staff consists of sworn officers and a civilian support staff. The Department also maintains a Police Explorer Post. This nationally recognized division of the Boy Scouts of America, "explores" law enforcement careers with young adults.

The City is broken out into five patrol zones for police coverage. Our Communications Center operates with enhanced 911 and is staffed 24 hours per day, by specially trained personnel. This combined center dispatches calls for service for police and fire.

The Police Department is served by a three-member board of Police Commissioner's, elected by the citizens. Our current board consists of Ronald Lachapelle, Paul Dumont and Barry Flanagan.

### **Major Service Responsibilities**

Our major service responsibilities are to protect life and property through an effective partnership with the public and to address the needs and concerns of citizen customers through:

- Neighborhood Coalitions
- Bike Patrols
- Youth Service Programs
- Park and Walk Patrols
- Increased Officer visibility and accessibility to the public

### **Fiscal Year Objectives**

- Continue to reduce response times when answering calls for service by introducing a station officer concept and other initiatives.
- Continue the community policing effort through
  - Neighborhood watch programs
  - Bicycle Patrols
  - Park and Walk Programs
- Continued contact with juveniles in the City through
  - School Resource Officer Programs
  - DARE Program
  - School Lunch Program
  - Explorer Program
  - Civil Air Patrol Liaison
- Ascertain and respond to customer service needs through:
  - Surveys
  - Individual and Group Meetings
- Continue to process grant requests in order to provide relief to taxpayers
- Increase Department efficiency through the introduction of:
  - Safely Affected Felony Entry Team
  - Technical Accident Reconstruction Team
  - Department Accreditation
- Work Closely with the Building Committee regarding the construction of a new police facility

The Community Policing effort in our schools brings us the DARE Program, which is one of the most successful programs that we have in promoting the message of self-esteem and the dangers of drugs and violence. The DARE Program is successful due to the support and interaction of the schools and teachers, parents, the Police and the members of our community. The DARE message, brought to our elementary schools, targeted at the fifth grade level allows us to build a base for the youth in our community. Students' build a rapport with Police Officers and along with family involvement this gives the children the solid support needed to live the message DARE teaches. Some of our benefactors of DARE include our local Masonic Lodge, the Veteran's Groups, Wal\*Mart and individual citizens. These donations are deeply appreciated by the Department, the City and the students who benefit from them.

In other community policing efforts, we continue to sponsor Department Tours, speaking engagements at schools, day cares and community groups. We are involved with other community-related functions, such as the Lilac Family Fun Festival and annual parades, as well as career day and safety day presentations. Some activities are directly related to our work with the coalitions. These include the neighborhood spruce up days. This is an example of partnerships at work, with teamwork producing tangible results at day's end. We look forward to another successful celebration of "National Night Out" a nationwide observance held annually in August, dedicated to coalitions and neighborhood watch, showing a unified commitment to their community.

The Department responds to the concerns of our community members through the auspices of our directed patrol programs, which is intensive enforcement of statutory law at requested locations throughout the City, directed to educate the general public on the importance of abiding by the laws.

## **Grants**

We continue to work with the federal government and other programs on grant funding to assist us in our mission. We have augmented our patrol division with police officers and civilians from grant assistance provided and administered by the COPS Office. Our Youth Safe Haven Mini-Station at Coldspring Manor, a collaboration with the Department, the Rochester Housing Authority and the nationally-known Eisenhower Foundation is progressing very well. Additional grant funding awarded that assists us in our mission came from LLEBG, the NH Highway Safety Agency and the Justice Department.

## **Miscellaneous**

The “LAWNET” program, a comprehensive upgrade of digital radios statewide is progressing very well. The funds for this project will come from federal state and local sources. We are in the process of final upgrades to our portable radios, the communications center and peripheral equipment.

This fiscal year saw us saying a good-bye to Chief Daniel Auger, a 28-year veteran of the Rochester Police Department, who spent his last seven years as your police chief. He was a leader and yet, a friend to many. His contributions to the City of Rochester will be long-remembered. We wish him all the best in future endeavors.

## **Future**

We continue to work with the City Council building committee on a new police station. A police station is a law enforcement tool. When it is inadequate, productivity, safety and service are reduced. Some needed improvements (in no specific order) are the ability to separate the prisoners’ intake process from civilian contact, the lack of space to store evidence, found property, and record archives, an adequate training area, more interview rooms and adequate locker room space [separating male and female officers]. Our conference room serves as an interview room for major case crimes, as well as for hiring and meetings. This room is made available to outside agencies for similar purposes when needed.

Work will continue on the digital radio upgrade, as mentioned above. We will also continue to look into advances in technology, in areas including GPS, (global positioning satellites) for crime mapping and cruiser locations for efficient dispatching methods and our continued efforts in the downward trend of crimes.

## **Conclusion**

The City of Rochester is a business. We are in a partnership with our citizens to provide the best possible service we can to them, as they represent our “customer” base. We believe that the advances of the Rochester Police Department in seeking grant funding in areas of personnel and technology puts us on the cutting edge of customer service. The support of the City in approving these advances for the future of public safety services is important.

It is our vision that the Rochester Police Department will continue to be a cornerstone of progress and a model police department in service to our citizens, constantly improving the quality of services that we render. We are committed to offering the best service to the residents and visitors to the City, which can be accomplished through our community policing programs, advanced technology and input from our citizens.

Respectfully Submitted,

Chief David G. Dubois



## **DEPARTMENT OF PUBLIC BUILDINGS & GROUNDS 2001 – 2002 REPORT**

The responsibilities include the repair, maintenance and custodial services of assigned City buildings, grounds, parks and recreational facilities. In addition, the Department provides project management on contracted projects. Staff members include the Director, Foreman, Lead Custodian, Secretary II, two Maintenance Technicians, one Maintenance Laborer, one Grounds Laborer, six Custodians, two Part Time Custodians, and five Seasonal Laborers.

### ***Major accomplishments for the period include:***

#### **City Hall**

- Renovate Code Enforcement Office
- Install Second Means of Egress for the Welfare Office
- Project Management for Opera House HVAC Project
- Demolish 14 Autumn Street
- Write & Received a \$150,000 LCHIP Grant for Opera House HVAC Project
- Renovate Second Floor Planning Offices

#### **DPW Facility**

- Replace Roof on the Office / Garage Building

#### **Gonic Brickyard**

- Continue Groundwater Management Permit Program

#### **Commons**

- Complete the Restoration of Bandstand
- Restore Flag Pole

#### **Hanson, East Rochester & Gonic Pools**

- Startup, Operate and Shutdown Seasonal Outdoor Pools

#### **Ice Arena**

- Project Management for Renovations

## **Grounds**

- Rebuild Downtown Park Benches
- Adopt A Spot Program
- Downtown Weed Control Services Contract
- Constructed the Second Basketball Court at Hanson Playgrounds
- Antique Street Lamp Maintenance
- Adopt A Basket Program
- Reconstruct City Hall / Police Station Front Walks
- Restore Torr Park Fountain

## **Library**

- Re-landscape Front Entrance
- Adaptive Reuse Plan for 69 South Main Street

## **Miscellaneous**

- Inventoried City Owned Monuments, Plaques and Specialty Signage
- City Auction
- Surveyed / Revised Lot Line at 17 Summer Street

The Department wishes thank the Mayor and City Council for the continued support to maintain and upgrade the City's facilities. The Department recognizes the many volunteer hours by those people participate in the Adopt A Spot and the Adopt A Basket program. Thank you.

Respectively Submitted,

Richard H. White  
Director of Public Buildings & Grounds

## **REPORT OF THE PUBLIC WORKS DEPARTMENT 2001-2002**

*We protect and maintain the health, safety and welfare of those who live, visit and work in the City of Rochester. We strive to provide the best possible service through building and maintaining a safe and efficient transportation network, a clean water supply, and an effective wastewater collection and treatment system. We endeavor to perform these services in a cost effective and efficient manner while maintaining excellent customer service.*

The Public Works Department consists of Highway, Water, Sewer, and Engineering Divisions. These divisions are responsible for operation and maintenance of the City's infrastructure including streets, drainage, water treatment and distribution, sewer collection and treatment, as well as, administering the Capital Improvement Program (CIP) for Public Works.

This year the department accomplished many items, including but not limited to the following: several drainage maintenance and improvement projects, annual street line/crosswalk painting, cleaning of catch basins; sweeping streets, sidewalks, and the downtown areas of Rochester, Gonic, and East Rochester; repair and installation of street signs; road patching; traffic and street light repair; removing and trimming of trees, brush, and removal of stumps. Helped with community projects such as: Lilac Family Fun Festival, Christmas Parade and placing of downtown Christmas holiday season decorations. The amount of sand applied to the roads was 5005 tons and 3260 tons of salt.

Public Works capital improvement projects initiated or completed during the Fiscal Year include:

- Completion of widening of North Main Street/Farmington Road from Nutter Blvd to just north of Ten Rod Road. Updating of traffic Signals at the entrance to the Home Depot store to service the traffic patterns in that commercial area. (privately funded to facilitate construction of Home Depot Store, with Public Works oversight)
- Reclaimed the pavement, recompact and fine graded the roadway base and repaved Twombly Street, Hansonville Road, Flagg Road, and Franklin Street (between Nutter and Wentworth Streets)

- Significant street drainage improvements the area surrounding the Rochester Commons including Upham, Common, Grant, and Lincoln Streets and Hunter Court. In conjunction with the “Commons Project” installed new water mains under Common and Lincoln Streets
- Removed the old railroad trestle overpass over Old Dover Road and reconstructed the Old Dover Road Bridge over Willow Brook
- Repaired an illicit wastewater discharge into Willow Brook through a storm drain under Western Avenue and Winter Street.

Public Works reviewed and oversaw the privately financed construction of the following streets in preparation for acceptance by the City:

- Shady Hill Drive

Additionally, the department reviewed and issued 95 driveway permits 43 excavation permits.

### **WATER DIVISION**

The Water Division is continuing to pursue new water supplies and reduce leaks. A new booster station was installed on Gina Drive. This new booster station improves pressure for those homes within this zone as well providing a safer work environment for staff.

Staff was also busy with several service calls, repairs to services and installation of new services.

The Water Treatment Plant treated and filtered 911 million gallons of water with an average daily flow of 2.5 million gallons per day. The plant continues to run very well producing very high quality drinking water.

### **SEWER DIVISION**

The new advanced wastewater treatment facility has achieved full operation and now falls under the strict effluent limitations and monitory requirements contained in the July 23, 1997 national Pollutant Discharge Elimination System (NPDES) permit. To date the new facility has operated below estimated operations and maintenance costs for power, chemicals, equipment maintenance and personnel.

Staff was also busy with several service calls, repairs to services and installation of new services.

The Wastewater Treatment Facility collected and treated 927,707,000 gallons of wastewater. The average daily flow was 2,541,663 gallons. The Facility is running extremely well as we have removed 388,859 pounds of BOD (98%) and 923,372 pounds of TSS (98%). We also received and treated 550,400 gallons of septage.



**REPORT OF THE DEPARTMENT OF RECREATION  
AND YOUTH SERVICES  
2001 - 2002**

The Department of Recreation and Youth Services is comprised of four programs: Recreation, Court Diversion, Youth Connection and Community Resources and Prevention. The department is located in the Community Center Building on Wakefield St. in Rochester.

The Recreation Program provides a diversified range of activities to meet the ever increasing needs of the community.

The Court Diversion Program provides an option to the judicial system for selected Rochester youth who have committed criminal offenses.

The Community Resources and Prevention Program supports and coordinates programs designed to prevent the abuse of alcohol and other drugs. This office also provides resources to the citizens of Rochester who are involved in neighborhood coalitions.

The Rochester Youth Connection program "connects" mature, stable adults with youngsters ages 7 - 17 who need companionship and role-modeling. The program also provides interested youth with the opportunity to volunteer at selected work sites within the community which enables them to gain valuable work skills. The Rochester Rotary Club continues to sponsor this program which it has been doing since the program's inception.

These four programs work very closely with one another to provide the necessary support to the youth and adults involved. The goal of Recreation and Youth Services is to insure quality service in all areas.

The full department offers a wide variety of programs for both young and old in the community. Due to the large number of volunteers involved at Recreation and Youth Services, the staff is able to expand on the services offered.

Summer is a very busy time of year. Youth are taught to swim at the three outdoor pools. Four playground sites throughout the City are offered to children ages 6 - 10 on a daily basis. A Quest Program for children ages 11 and 12 is also offered five days a week and A Teen Adventure Camp for youth 13 - 15 is offered three full days a week. These fully supervised programs offer young people the opportunity to have fun at creative play with their peers in a well supervised setting. Tennis lessons are also offered to residents of all ages.

The three pools in the City are Hanson Pines, Gonic and the East Rochester pools. Hours have been extended to serve the public as the pools are in constant use throughout the summer.

New outdoor basketball courts and state of the art playground equipment are very popular sites for both young and old.

A very popular event is the Annual Fishing Derby which is held in conjunction with Rochester Recreation and the Profile Bowmen Club at Sقانamagonic. This is open to children ages 14 and under and is a free event.

Throughout the year, the Recreation Department offers a wide variety of basketball programs for all ages, with youth leagues in the winter, camps in the summer and open gym times for all ages. The department also offers a wide variety of other programs such as yoga, tai chi, karate, dance, dog obedience, adult volleyball, an adult walking club, special trips, youth school vacation camps and junior gym classes.

The Department of Recreation and Youth Services continues to work closely with other city departments and local agencies in order to serve the needs of the community and maintain high quality performance.

I would like to thank the City Manager, the Mayor, the City Council, all of the various department heads and their personnel, the citizens of Rochester and the countless volunteers who have shown their support and cooperation over the past year.

Respectfully Submitted,

W. Brent Diesel, Director

## **JUVENILE COURT DIVERSION PROGRAM**

### **2001-2002**

During the past fiscal year, seventy-five (75) youth (42 males and 33 females) were referred to the Juvenile Court Diversion Program. Criminal offenses for which youth were referred to Court Diversion included: Arson (2), Burglary (2), Criminal Mischief (8), Dispensing of Controlled Drug (1), False Public Alarm (1), Liability for the Conduct of Another (1), Possession of a Controlled Drug (2), Reckless Conduct (4), Shoplifting (5), Simple Assault (5), Theft (1), Unauthorized Access to Computer (1) and Willful Concealment (3). Of those referred to Court Diversion, six (6) were eventually sent back for court processing due to either refusal to participate (3), failure to complete (2), or subsequent offense (1). Ages of referrals were between 8 and 17 years old, with the average age being 15 years.

This was the second year of operation for Teen Drug Court, which is administered through the Court Diversion Program in cooperation with the Rochester School Department. The purpose of the program is to offer first-time offenders of school drug and alcohol policies a chance to avoid expulsion if they agree to appear before a jury of their peers and accept the resulting sentence. Sentences are designed to help youth look at their behavior and prevent reoccurrence. The Diversion Coordinator is responsible for training peer jurors and overseeing the entire Teen Drug Court process, as well as helping the student offenders complete their sentencing requirements. Of the seventy-five (75) referrals made to the Diversion Program this year, thirty-nine (39) were for Teen Drug Court. Of these referrals, twenty-one (21) students completed their sentences. There were eight (8) non-completions, five (5) refusals to participate, three (3) subsequent offenses, one (1) group home placement and one (1) residential treatment center placement.

Thirty (30) Juvenile Court Diversion contracts and twenty-one (21) Teen Drug Court sentences were completed through the year representing one thousand nine hundred and fifty eight dollars (\$1,958.00) being collected and paid in restitution to victims and one thousand sixty and three quarters (1,060.75) hours of community service work being provided at various sites throughout the community.

Community Service sites were provided by the following: Adopt-A-Spot Program, Girls Inc, Gonic School, Rochester Childcare Center, Rochester Fellowship Soup Kitchen, Rochester Public Buildings, Rochester Manor, Rochester Middle School, Rochester Opera House, Rochester Public Buildings Department, Rochester Recreation Department, the Lilac Family Fun Festival, the Neighborhood Coalitions and Victim's Inc. These organizations deserve many thanks for their continuing support and supervision of our youth, as well as for helping them learn valuable lessons about their value in the community and what they are capable of contributing despite the mistakes that they've made.

Many individual youth participated in classes offered by diversion staff. The Firestarter Prevention Program was offered to two (2) youth, Anger Management had six (6) participants, Character Education had thirteen (13) participants, Drug and Alcohol Education was taught to twenty (20) youth, and Shoplifter Education had seven (7) participants this past year. Several individuals also participated in tours of the Strafford County Jail.

The three contract committees, fifteen (15) individuals, continued to meet monthly to provide contracts and review cases. They have volunteered two hundred and seventy (270) hours during this year. These groups of dedicated individuals continue to be an inspiration and are the backbone of this program. This program is very fortunate to have such people and thank each and every one of them. The Juvenile Court Diversion Program celebrated its Twentieth Anniversary in November of 2001 with a Volunteer Appreciation Dinner.

An intern from the UNH Family Studies Program worked a total of 480 hours throughout the school year. Under the supervision of the Diversion Coordinator this intern provided valuable one-on-one time with our youth assisting them in fulfilling their contract and sentence requirements and helping with homework assignments.

## **OFFICE OF COMMUNITY RESOURCES AND PREVENTION 2001-2002**

The Office of Community Resources and Prevention was originally established in 1989 under the name of the Office of Substance Abuse Prevention. The change was made to more accurately represent the broad functions of this office in the City of Rochester.

The office initiates and coordinates the activities of the Cold Spring Park Neighborhood Coalition and the Academy Street Awareness Program. In addition, leadership, technical assistance and support have been provided to the Leonard Street Coalition, Hideaway Village, Village At Riverside, Fieldstone Village and Cold Spring Manor. These neighborhood groups positively impact the lives of over a thousand households. Neighborhood leaders and police liaisons have been meeting regularly as the Rochester Joint Coalitions to plan projects that are community-wide, including National Night Out and Santa Cop.

Among the resources and referral services provided to Rochester residents are housing, parenting support, community service work sites, volunteer opportunities and elderly services. In addition, the office interfaces with social service agencies and networks with other City departments to better serve the needs of the citizens of Rochester.

A grant for partial funding for the Office of Community Resources and Prevention was secured through the Division of Children, Youth and Families for the fiscal year 2002.



# **REPORT OF THE ROCHESTER YOUTH CONNECTION PROGRAM 2001 - 2002**

Rochester Youth Connection has been serving the community of Rochester since 1985. Youth Connection offers two programs to Rochester youth, the Youth Volunteer Program and the Big Buddy Program.

## **I. Big Buddy Program:**

The program ended the year with twenty-five matches. There were six new matches made and three matches that closed. There are ten girls and fifteen boys on the waiting list. Youth Connection requires volunteers to make a minimum of a one-year commitment to the program. The dedicated volunteers are key to the success of the program, 70% of whom have served the program two years or more, 48% for three or more years. The volunteers provide approximately 3000 hours of service to the community per year. Children are referred to the program by school guidance counselors, Strafford Guidance Center, private therapists or by their parents.

The volunteers provide much needed adult guidance and positive attention for children who are experiencing extraordinary stress or challenges either personally or within their families. The families greatly appreciate this support to their children that may include help with schoolwork, exposure to experiences and places that they would otherwise not have access to and quality individual attention. The children value having someone in their life who encourages them, devotes regular time to them, takes them to new places, and especially having someone to listen to their concerns and help celebrate their successes. Over time this consistent support for the children often results in improved grades and self-image, better peer and family relationships and a decrease of misbehavior in the community. Volunteers also provide additional guidance to youth struggling with decisions about tobacco use, alcohol use, dating, friendship, and goal setting.

This year the number of new referrals for girls increased much more than the number of new volunteers. Historically, male volunteers are more difficult to recruit than females and this continues to be a significant challenge to the program. There are currently eight male volunteers and seventeen female volunteers.

The Big Buddy Program offers group activities to its members throughout the year. This year's activities and trips included the annual camp out at Camp Mi-Te-Na, a fall foliage cruise, snowtubing at Gunstock, a trip to the Museum of Science, and several Rochester Opera House shows. The group also participated in the Human Race Walk for Families to raise funds for the group activities and trips. Youth Connection also received a \$2,700 donation from the Road for Hope and a \$1,000 donation from the Abraham Burtman Trust, which covered the remainder of all activity expenses. Many businesses in the Seacoast area again offered discounted rates to the program participants including the sponsorship of the grade improvement club by McDonald's.

## **II. Youth Volunteer Program:**

The Youth Volunteer Program provides a service-learning experience for middle school youth. This program is enthusiastically received by the youth with more than 100 youths applying for the available positions. Thirty-six students were placed in eleven work sites throughout the community such as Rochester Day Care, Rochester Library, local schools, Charles St. Chiropractic, Rochester Manor, C&K Printing and several veterinary settings. These students contributed about 1000 hours of volunteer work to area businesses while learning valuable job skills such as punctuality, teamwork, follow-through and responsibility. Students also participate in a e/o week, one hour class to discuss the service learning component of their volunteer work. The program offers three, 12 week sessions a year.

# **REPORT OF THE SUPERINTENDENT OF SCHOOLS**

## **2001-2002**

To the School Board and Citizens of Rochester:

During the 2001-02 school year, Rochester School Department experienced some exciting and positive events, including the following:

- A summer reading program and summer science camp provided continued learning experiences for interested students at the elementary level.
- Maple Street School and School Street School students logged more than 2,000 books read in a single year at each school. In a similar effort, McClelland School students participated in a 100 Book Club to encourage reading. All of these efforts were successful in encouraging students to read more and to improve their reading skills.
- The district initiated a summer recreation camp for disabled students that allowed those students to remain in the city for their summer programming, lowering costs to Rochester citizens, improving services, and reducing travel time and time away from home for the students.
- Kindergarten enrollment increased by almost 15 percent over the previous year. Data collected by the district suggest that participation in kindergarten will improve these students' performance throughout their school career.
- Gonic, William Allen, Maple Street, and the East Rochester Annex were all recognized by Partners In Education (PIE) as Blue Ribbon Schools for a high level of voluntarism.
- PIE also recognized Rochester Middle School's Phoenix Team and School Street School as Golden Circle Partnerships based on cooperative efforts between the schools and the community.
- Continuation of the Artist in Residence program in the Annex, School Street School, and Rochester Middle School exposes students to practicing artists and allows them to explore the techniques and art forms demonstrated by those artists.

- Revision and implementation of the science curriculum will result in increased “hands on” experimentation, which greatly aids students in understanding scientific concepts and in enjoying their science courses.
- Revision of the district’s professional development plan and increases in the amount and breadth of professional development offerings within the district has helped teachers to learn skills that were not taught in their colleges and to keep up on current best practices.

## **QSP Reading Study and the 90 Percent Reading Goal**

For a second consecutive year, the district took a national lead in the use of data for school and instructional improvement. Using the Quality School Portfolio (QSP) as an analysis tool, the district conducted a study of reading performance at the elementary level. The study provided some valuable information on the strengths and weaknesses of the reading curriculum. Findings indicated that the district has been very effective in moving the most challenged students forward in their reading skills. On average, students performing in the bottom 25 percent on reading tests when they enter Rochester School Department are making more progress in each year than is expected, as compared to their peers throughout the nation. We were also able to identify the instructional techniques that provide the best results for our students and provide additional training for all elementary teachers in using these techniques.

Related to this study, the Rochester School Board adopted a long-term goal to bring 90 percent of our students to reading at grade level by the end of third grade and to maintain that level throughout all succeeding grades. The use of 90 percent rather than 100 percent recognizes that there are a few students who, primarily because of disabilities, high numbers of absences, or frequent moves between schools and districts, may never achieve reading levels equal to other students their age. The district anticipates that it will take several years to achieve the goal, but is confident that it can be reached.

The study was placed on the district’s web site for public review. As a result of this study and the use of QSP, the district was invited to share the process and findings through presentations at four national conventions as well as state-wide and regional workshops.



## **Educational Value Added Assessment System**

The School Department added a new tool to its accountability efforts through a contract with the Educational Value Added Assessment System (EVAAS) headed by Dr. William Sanders. Dr. Sanders' work started more than ten years ago in Tennessee as a means of increasing accountability for schools, providing more equitable distribution of resources for students, and assisting schools and teachers in improving their instruction. Rochester is one of the first two districts in New Hampshire to use this approach, although it is being studied by the New Hampshire Department of Education for state-wide adoption.

## **NHEIAP Test Performance**

School Department officials were pleased when results of New Hampshire's state assessment were released and a headline in a subsequent newspaper asserted that Rochester's scores bucked the state trend by going up. While district officials believe that the scores need to improve significantly, the current trend of improving scores shows positive movement in the school district's curriculum and instruction. Two areas were particularly positive. First, the scores for Spaulding High School students in the Language Arts area showed a very large increase, in contrast to a statewide trend for high school scores to decrease. Second, it was reported to the School Department that Maple Street School had the highest math scores of any Title I school in New Hampshire.

## **Middle School Expansion and Facility Improvements**

Although enrollment levels have leveled and begun a decline, the district has made a concerted effort to bring disabled pupils who have been in expensive out of district special programs back into the regular schools. As a result of the increased programs, it was necessary to construct a classroom addition to the Rochester Middle School. As part of that overall project, the district also constructed a new music suite, which had been envisioned when the Middle School was originally designed. In creating the new space for music, the previously divided gymnasium was converted into a large double gym, as had been in the original plans for the building.



The results have been extremely positive. Students, staff, and parents have all expressed their pride and excitement about the expanded and improved facility. There are no longer any classes held in hallways, and the music suite permits multiple classes to meet at one time without disturbing one another because of sound transmission through thin walls.

Other improvements were made to facilities, including replacement of corroded dividers in restrooms with easy to clean, long-lasting dividers that are impervious to acid and other chemical damage. This has helped with cleanliness in the buildings and has significantly improved the atmosphere in the restrooms.

The old wooden seats on the main floor of the Spaulding High School Auditorium have been replaced with more comfortable, high quality theater seating.

### **Enrollment Projection and Facilities Study**

With several buildings aging, the School Board embarked on a thorough study of enrollment and facility conditions. Enrollments are dropping and, unless there is an economic change of major proportions that brings a new, and very large, employer to the area, this trend will probably continue for at least ten years. In spite of the anticipated decline in student population, it was deemed necessary to study the condition of existing facilities. The purpose of the study was to identify maintenance needs and necessary upgrades, and to create plans for more efficient use of the space. Finally, the architect was charged with determining whether it would be more cost effective and educationally more sound to replace some of the oldest buildings with new facilities.

Results of the study allowed the district to create a ten year plan for upgrading and maintaining all of the facilities owned by the district. The study also answered a question that has been asked on numerous occasions concerning the number of small, neighborhood schools in Rochester. Specifically, while some safety code issues need to be upgraded, it will be less expensive to keep all eight elementary schools open rather than try to

consolidate them into existing schools with additions or to construct a new elementary school. This financial conclusion is supported by education research which overwhelmingly suggests that small schools are more effective for student learning and social development than large schools.

**Rochester Special Education Revenues and Expenditures**  
**As required by RSA 32:11-a**

**Table 1: Special Education Revenue**

	2000-01	2001-02
Tuition from other districts	37,635.59	101,422.40
Tuition for foster children	0.00	0.00
Catastrophic Aid (State)	702,289.09	626,559.80
Medicaid Reimbursement (Federal)	531,000.58	474,070.47
Special Education Grants (Federal)	487,815.64	592,198.63

**Table 2: Special Education Expenditures**

	2000-01	2001-02
Salaries and Benefits	5,731,578.56	6,273,340.53
Tuition and Contracted Services	1,839,537.86	1,729,260.55
Supplies and Equipment	70,911.02	102,349.48
Other expenses	330.41	920.13
Special Area Administrative Services	188,033.88	247,485.11
Transportation	315,732.08	398,125.85

**Table 3: Revenue to Expenditure Analysis**

	2000-01	2001-02
Total Revenues	1,758,740.90	1,794,251.30
Total Expenditures	8,146,123.81	8,751,481.65
Net Local Cost	6,387,382.91	6,957,230.35

**Table 4: Sources of Revenue as Percent of Total**

	2000-01	2001-02
Federal Sources	12.5%	12.2%
State Sources	8.6%	7.2%
Other Sources	0.5%	1.1%
Local Property Tax	78.4%	79.5%

School Board Membership  
School Year 2000-01

<i><u>Seat</u></i>	<i><u>7/1/01 to 12/31/01</u></i>	<i><u>1/1/02 to 6/30/02</u></i>
Ward 1	James McGranaghan Frank D. Callaghan	James McGranaghan Frank D. Callaghan
Ward 2	Nancy Warren Daniel Harkinson	Nancy Warren Daniel Harkinson
Ward 3	Nancy Downs Gerry Gilbert	John Connelly Gerry Gilbert
Ward 4	Randy Parks Donna Hynes	Randy Parks Christopher
Fitzgerald (to 5/14/02)		
Ward 5	Robert J. Watson Donna Polychronis	Robert J. Watson Anne Grassie
At Large	Bert D. George Charles E. DeVito Dr. Mark E. Chrusz	Bert D. George Charles E. DeVito Dr. Mark E. Chrusz

Standing Committees

<i><u>Committee</u></i>	<i><u>7/1/01 to 12/31/01</u></i>	<i><u>1/1/02 to 6/30/02</u></i>
Building	Frank D. Callaghan, Chair Randy Parks Gerry Gilbert	John Connelly, Chair Frank D. Callaghan Gerry Gilbert
Instruction Chair	Nancy Warren, Chair  Daniel Harkinson Jim McGranaghan	Daniel Harkinson,  Anne Grassie Robert J. Watson
Personnel	Charles E. DeVito, Chair Donna Hynes Robert J. Watson	Gerry Gilbert, Chair Charles E. DeVito James McGranaghan

### Standing Committees (continued)

Committee	7/1/01 to 12/31/01	1/1/02 to 6/30/02
Special Services Chair	Robert J. Watson, Chair  Nancy Downs Bert D. George	Robert J. Watson,  Randy Parks Dr. Mark E. Chrusz
Finance  Vice Chair	Dr. Mark Chrusz, Chair Frank Callaghan, Vice Chair  Charles E. DeVito Bert D. George Nancy Warren Robert J. Watson	Nancy Warren, Chair Charles E. DeVito,  John Connelly Gerry Gilbert Anne Grassie Daniel Harkinson Robert J. Watson

### *Special Committees*

Committee	7/1/01 to 12/31/01	1/1/02 to 6/30/02
Discipline Chair	Dr. Mark E. Chrusz, Chair  Nancy Warren Rotating Board Members	Daniel Harkinson,  Nancy Warren Rotating Board
Members		
Policy Revision Chair	Charles E. DeVito, Chair  Donna Polychronis Nancy Warren	Charles E. DeVito,  Anne Grassie Bert George
Middle School Joint Building Committee	<i>City Council Representatives</i> Sandra Keans, Chair Ray Lundborn James McManus David Stevens Ralph Torr David Walker	<i>City Council Reps</i> Sandra Keans, Chair Ray Lundborn James McManus David Stevens Ralph Torr David Walker

*School Bd Representatives*

Frank D. Callaghan  
 Randy Parks (to 5/8/02)

Bert D. George  
 Gerry Gilbert  
 James McGranaghan  
 Nancy Warren

*School Bd Reps*

Frank D. Callaghan  
 John Connelly (from  
 5/8/02)

Bert D. George  
 Gerry Gilbert  
 James McGranaghan  
 Nancy Warren

**Personnel**

Superintendent of Schools  
 Assistant Superintendent of Schools  
 Business Administrator

Director of Pupil Services  
 Curriculum Coordinator  
 Transportation Coordinator  
 Computer Network Administrator  
 Facilities Manager  
 Director of Buildings and Grounds  
 Director of School Lunch  
 School Nurses

Raymond Yeagley  
 Michael L. Hopkins  
 Brian LeBrun (through 4/30/02)  
 Paul Parteno (from 7/1/02)

Sharon Pray  
 Sally Riley  
 Michael L. Hopkins  
 David Yasenchock  
 Richard Kalisz  
 John Laverdiere  
 Sherilyn Hall

Sharon Croft, RN (Head Nurse)  
 Claudette Bayko, RN  
 Joanne Clark, RN  
 Nancy Graham, RN  
 Ann Moynihan, RN  
 Kathleen Puglisi, RN  
 Jennifer Saucier, RN

Supervising Principals  
 4/30/02)

Elizabeth Mantelli (SHS through

School)

Robert Pedersen (SHS from 5/1/02)  
 Walter Helliesen (Rochester Middle

Donna Marsden (East Rochester



Personnel (Continued)

School)

Allen School)

Street School)

Robert F. Hanson, Jr. (William E.

Arlene Walker (McClelland School)

Stephen LeClair (Chamberlain

Martha Wingate (Gonic School)

## REPORT OF THE TAX COLLECTORS DEPARTMENT

### 2001-2002

The Responsibilities of the department consist of collection of property taxes, the proper execution of Tax Liens on delinquent Tax Bills, the redemption of the Tax Liens through the Register of Deeds, on all Tax Liens paid, the proper notification on all properties going to Tax Deed according to all laws, mandated by the State Statute R.S.A. 80:76. The Tax Warrant for 2001-2002 was \$29,725,878.00 and approximately 23,200 bills.

In being Municipal agents, certified with the State of New Hampshire, we are allowed in doing the Car Registrations to give out plates and stickers. This allows us to charge an additional \$2.50 per registration. As of 6-30-2002 we have collected a total of \$486,911.00 since we have started this program in November 1992.

Our office has a new computer system that allows us to input all information into the correct accounts through our new cash register computer system. This includes accounts and cash transactions that come from all offices connected with the City. We collect on approximately 28,000 Water Bills a year.

#### Revenues collected by The Department:

Total Warrant	29,725,878.00
Timber and Gravel Tax	11,118.19
On Delinquent Taxes	224,110.17
Chg Tax for Cu Removal	80,040.00
Motor Vehicle Permits	3,507,609.20
Misc-RR Natl Bk Tax	5,998.44
Water	2,923,928.79
Sewer	2,744,658.04

I would like to thank my Staff Members, Doreen Jones, Deputy Tax Collector, 2 Senior clerks Karen Paquette, Virginia Gray, and our part-time staff members Shirley Gray and Ann Dupuis for working together as a team to provide the best service to our customers.

Respectfully Submitted,

Marianne Douglas, CTC

## **REPORT OF THE WELFARE DEPARTMENT 2001-2002**

The City of Rochester budgeted \$325,000.00 for direct General Assistance for fiscal year 2001-2002. The increase in budget over the prior year was due to a far greater need for assistance. A total of \$468,902.60 in vouchers was issued; however, the dollar amount spent for General Assistance was actually \$402,380.57. This is an increase of \$77,380.57.

The Welfare Department also received a McKinney Grant (Federal fund) in the amount of \$8000.00. These monies are discretionary, and are used for utility arrearages (to restore power), for rental arrearages (to stop evictions), and also used for individuals who otherwise may not be eligible for General Assistance.

The Rochester Welfare Department provided General Assistance to 300 single individuals, and 321 families. This office offered strong case management to help individuals and families in their search for employment, housing, applications for disability, budgeting of money, and achieving greater independence. Where appropriate, clients were referred to other community and state agencies for assistance.

Recipients of General Assistance, unless disabled or caring for young children, are expected to look for work and participate in the City's Work Program. Fifteen individuals worked a total of 348 hours at a cost savings of \$1914.00 to the City of Rochester.

### **Issuance of General Assistance Vouchers for Families**

Burial.....	\$ 2,000.00
Dental .....	630.00
Electricity .....	3,346.78
Food.....	181.00
Heating Fuel.....	3,437.39
Household Goods.....	22.50
Medical.....	150.00

Mortgage .....	4,966.32
Prescriptions.....	13,157.21
Rent .....	180,444.83
Temporary Shelter (Motel) .....	16,534.08
Transportation .....	<u>278.00</u>
<b>TOTAL (families)</b>	<b>\$225,148.11</b>

Average cost per case/family	\$ 701.40
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### **Issuance of General Assistance Vouchers for Individuals**

Burial.....	\$ 3,000.00
Dental .....	1,165.00
Electricity .....	3,021.35
Food.....	245.50
Heating Fuel .....	1,676.20
Household Goods.....	7.50
Mortgage .....	2,247.57
Prescriptions.....	82,491.22
Rent .....	136,995.20
Emergency Shelter .....	<u>12,904.95</u>
<b>TOTAL (individuals)</b>	<b>\$243,754.49</b>

Average cost per individual	\$ 812.51
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<b>Total vouchers issued (families and individuals)</b>	<b>\$468,902.60</b>
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Total office expenditures	\$161,245.11
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**\$20,442.15 was received in reimbursements.**

Once again the Welfare Department ran a Back-to-School Project, and a Christmas Program for needy families with young children.



I would like to express my thanks to the three members of this department during the fiscal year 2001-2002: Jane Hervey, Director of Welfare; Judith Paradis, Social Worker; and Gail Bennett, Department Secretary.

Respectfully submitted,

Lynn Carey  
Director of Welfare











New Hampshire State Library



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